

ANNUAL PROCUREMENT PLAN FY 2022-2023

Ministry/Division : Ministry of Commerce
Agency : Export Promotion Bureau
Procuring Entity Name : Vice Chairman
Implementation Period : 1-7-2022 to 30-6-2023

Total Budget for EPB	
Market Development Fund=3734.60	
Administrative Fund =2782.86	
Total Budget	=6517.46 (lakh tk.)

Budget: Revenue

Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Fund	Estd Cost (in tk Lakh)	Time Code for Process	Not used in Good	Invite/ Advertise Tender	Tender Opening	Tender 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
1.	Stationary/Miscellaneous Goods	Pcs	As per List Enclosed-1	OTM /RFQ/LTM	Vice Chairman	GOB	12.00	Planned Dated		20-8-22	02-09-22	15-09-22	21-09-22	27-09-22	3-10-22		3-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									
2.	Importer Statistics Software	Pcs	1	RFQ/LTM	Vice Chairman	GOB	10.00	Planned Dated		23-11-22	24-11-22	29-11-22	04-12-22	06-12-22	09-12-22		06-03-23
								Planned Days		0	25	4	5	2	3	39	90
								Actual Dates									
3.	Exporter Database Software	Pcs	1	RFQ/LTM	Vice Chairman	GOB	5.00	Planned Dated		23-11-22	24-11-22	29-11-22	04-12-22	06-12-22	09-12-22		06-03-23
								Planned Days		0	25	4	5	2	3	39	90
								Actual Dates									

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Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Fund	Estd Cost (in tk Lakh)	Time Code for Process	Not used in Good	Invite/Advertise Tender	Tender Opening	Tender 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
4.	(a) Desktop/Computer/Laptop/Printer/UPS/Scanner & Others IT Related Accessories etc. (b). Repairing/Serving/Replacement	Pcs	As per List Enclosed-2	RFQ/OTM/LTM	Vice Chairman	GOB	10.00	Planned Dated		20-8-22	02-09-22	15-09-22	21-09-22	27-09-22	3-10-22		3-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									
5.	Photocopier Toner & Printer Toner	Pcs	12 & 200	RFQ DP (Direct Purchase)/LTM	Vice Chairman	GOB	3	Planned Dated		20-8-22	02-09-22	15-09-22	21-09-22	27-09-22	3-10-22		3-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									
6.	Liveries (4 th Class Employees' Dresses, Shoes, Name Plate and others)	pcs	54	RFQ/LTM	Vice Chairman	GOB	3.00	Planned Dated		20-8-22	02-09-22	15-09-22	21-09-22	27-09-22	3-10-22		3-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									
7.	Furniture	Pcs	As per List Enclosed-3	OTM/RFQ/LTM	Vice Chairman	GOB	4.00	Planned Dated		20-8-22	02-09-22	15-09-22	21-09-22	27-09-22	3-10-22		3-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									

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Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Fund	Estd Cost (in tk Lakh)	Time Code for Process	Not used in Good	Invite/ Advertise Tender	Tender Opening	Tender 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
8.	Furniture Repair	Pcs	As per List Enclosed-4	Single Source/LTM	Vice Chairman	GOB	1.00	Planned Dated	-	-	-	-	-	-	-	-	-
								Planned Days	-	0	14	14	7	7	7	49	90
								Actual Dates									
9.	Telephone/Intercom Replacement/Repair/Service	Pcs	01	RFQ/LTM	Vice Chairman	GOB	1.50	Planned Dated	-	20-8-22	02-09-22	15-09-22	21-09-22	27-09-22	3-10-22		3-12-22
								Planned Days	-	0	14	14	7	7	7	49	90
								Actual Dates									
10.	PABX Machine (approximate 250 lines)	Pcs	01	RFQ/LTM	Vice Chairman	GOB	25.00	Planned Dated		02 Jan. 2022	11 Jan. 2022	13 Jan. 2022	16 Jan. 2022	17 Jan. 2022	20 Jan. 2022		30 Jan. 2022
								Planned Days		0	10	02	03	01	03	19	10 Days
								Actual Dates									
								Actual Dates									
11.	Headphone & Webcam	Pcs	14 14	RFQ/OTM/LTM	Vice Chairman	GOB	1.00	Planned Dated		20-8-22	02-09-22	15-09-22	21-09-22	27-09-22	3-10-22		3-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									

End

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Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Fund	Estd Cost (in tk Lakh)	Time Code for Process	Not used in Good	Invite/ Advertise Tender	Tender Opening	Tender 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
12.	Projector, CC Camera Maintenance	Pcs	1	RFQ/OTM /LTM	Vice Chairma n	GOB	2	Planned Dated		20-8-22	02-09-22	15-09-22	21-09-22	27-09-22	3-10-22		3-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									
13.	Fire extinguisher & line equipments	Pcs	25	OTM/LTM	Vice Chairma n	GOB	5.00	Planned Dated		20-8-22	02-09-22	15-09-22	21-09-22	27-09-22	3-10-22		3-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									
14.	BCC Server setup	Pcs	1	OTM/LTM /RFQ	Vice Chairma n	GOB	10.00	Planned Dated		20-8-22	02-09-22	15-09-22	21-09-22	27-09-22	3-10-22		3-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									
15.	LAN System For Account Division	Pcs	1	RFQ /OTM/LTM	Vice Chairma n	GOB	2.00	Planned Dated		20-8-22	02-09-22	15-09-22	21-09-22	27-09-22	3-10-22		3-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									

Relief

End

Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Fund	Estd Cost (in tk Lakh)	Time Code for Process	Not used in Good	Invite/ Advertise Tender	Tender Opening	Tender 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
16.	ICT Equipment (Antivirus, Pen drive, Hard disk, Wi-Fi Router, CD, DVD, Application software, Key Board, Mouse etc)	Pcs	List Enclosed-6	RFQ /OTM/LTM	Vice Chairman	GOB	2.00	Planned Dates		20-8-22	02-09-22	15-09-22	21-09-22	27-09-22	3-10-22		3-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									
17.	SAFTA CO KOREA CO CHILE CO D-8 Form Printing	Pcs	50,000 30,000 20,000 10,000	Single Source/ LTM	Vice Chairman, EPB	Revenue	38.50	Planned Dates		14-07-2022	27-07-2022	10-08-2022	16-08-2022	22-08-2022	28-08-2022		28-11-2022
								Planned Days	-	0	14	14	7	7	7	49	90
								Actual Dates	-								
18.	Annual Report 2021-2022	PIC	500	RFQ/LTM	Vice Chairman, EPB	Revenue	4	Planned Dates		14-07-2022	27-07-2022	10-08-2022	16-08-2022	22-08-2022	28-08-2022		28-11-2022
								Planned Days	-	0	14	14	7	7	7	49	90
								Actual Dates	-								
19.	Fair Brochure Printing	Pcs	(10×500) = 5000	RFQ/ OTM/LTM	Vice Chairman, EPB	Revenue	5	Planned Dates	-	02-04-2023	15-04-2023	28-04-2023	05-05-2023	11-05-2023	16-05-2023		16-06-2023
								Planned Days	-	0	14	14	7	7	7	49	30
								Actual Dates	-								

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Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Fund	Estd Cost (in tk Lakh)	Time Code for Process	Not used in Good	Invite/ Advertise Tender	Tender Opening	Tender 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
20.	DITF Publication Printing	pcs	(1×1500) = 15000	RFQ /OTM/LTM	Vice Chairman, EPB	Revenue	6	Planned Dates		14-07-2022	27-07-2022	10-08-2022	16-08-2022	22-08-2022	28-08-2022		28-11-2022
								Planned Days	-	0	14	14	7	7	7	49	90
								Actual Dates									
21.	ATPF Program	pcs	1	RFQ/ OTM	Vice Chairman, EPB	Revenue	3	Planned Dates		14-07-2022	27-07-2022	10-08-2022	16-08-2022	22-08-2022	28-08-2022		28-11-2022
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									
22.	Hardware & Software Maintenance of Statistics division	Pcs	01	Direct pouches Method/ LTM	VC, EPB	EPB/ Gov.	2.50	Planned Dated		14-07-2022	27-07-2022	10-08-2022	16-08-2022	22-08-2022	28-08-2022		28-11-2022
								Planned Days	-	0	14	14	7	7	7	49	90
								Actual Dates									
23.	Vehicles Servicing/Maintenance	Pcs	04	OTM/LTM	VC	EPB	10.00	Planned Dated		14-07-2022	27-07-2022	10-08-2022	16-08-2022	22-08-2022	28-08-2022		28-11-2022
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									

Relief

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Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Fund	Est'd Cost (in tk Lakh)	Time Code for Process	Not used in Good	Invite/ Advertise Tender	Tender Opening	Tender 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
24.	Display item for Bangladesh Foreign Mission	Pcs	300	RFQ/LTM	VC, EPB as a HOPE	EPB	5.00	Planned Dated		03-08-22	16-08-22	29-08-22	06-09-22	14-09-22	20-09-22		20-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									
25.	BFTI Study for RMG Sector	Pcs	1	OTM/LTM	VC, EPB as a HOPE	EPB	5.00	Planned Dated		08-08-2022	23-08-22	06-09-22	12-09-22	18-09-22	24-09-22		24-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									
26.	Gift Item for ATPF	Pcs	100	RFQ/LTM	VC, EPB as a HOPE	EPB	5.00	Planned Dated		08-08-2022	23-08-22	06-09-22	12-09-22	18-09-22	24-09-22		24-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									
27.	Making of Documentary On BBCFEC	Pcs	01	OTM/RFQ/LTM	VC, EPB as a HOPE	EPB	5	Planned Dated		03-08-2022	16-08-22	28-8-22	5-9-22	11-9-22	17-9-22		17-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									
28.	Making of Jute bags for ATPF	Pcs	500	RFQ	VC, EPB as a HOPE	EPB	5.00	Planned Dated		03-08-2022	16-08-22	28-8-22	5-9-22	11-9-22	17-9-22		17-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									
29.	Making of a Website For BBCFEC	Pcs	01	RFQ/LTM	VC, EPB as a HOPE	EPB	5.00	Planned Dated		03-08-2022	16-08-22	28-8-22	5-9-22	11-9-22	17-9-22		17-12-22
								Planned Days		0	14	14	7	7	7	49	90
								Actual Dates									

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Packag e No.	Description of Procurement Package Goods	Unit	Quantity	Procureme nt Method & Type	Contrac t Approve d Authori ty	Sourc e of Fund	Estd Cost (in tk Lakh)	Time Code for Process	Not used in Good	Invite/ Adverti se Tender	Tender Openin g	Tender Evaluati on	Approva l To Award	Notificat ion of Award	Signing of Contrac t	Total time to Contrac t Signatu re	Time for Completi on of Contract
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
30.	CIP (Export) Awarding Ceremony (Venue/Decoratio n/ Food/ Printing etc.) for 2 years	2	2	RFQ/DPM/ LTM	VC, EPB	Marke t Devel opme nt Fund, EPB	60.00	Planned Dated		01-02- 2023	25-02- 2023	28-02- 2023	02-03- 2023	04-03- 2023	07-03- 2023		07-06- 2023
								Planned Days		0	25	4	5	2	3	39	90
								Actual Dates									
31.	National Export Trophy Distribution Ceremony (Trophy making/ Venue/ Decoration/ Food/ Printing etc.) for 2 years	1	1	OTM/RFQ/ DPM/QCBS /LTM	VC, EPB	Marke t Devel opme nt Fund, EPB	200	Planned Dated		01-02- 2023	25-02- 2023	28-02- 2023	02-03- 2023	04-03- 2023	07-03- 2023		07-06- 2023
								Planned Days		0	25	4	5	2	3	39	90
								Actual Dates									
Total Budget							378										

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মোঃ মোহাম্মদ হাসান
প্রোগ্রামার
ব্রহ্মনি উন্নয়ন বুরো
রাজশাহী।

২৮/৯/২২

২৮/৯/২০২২
মোঃ ইফতেখার আহমেদ চৌধুরী
সচিব
ব্রহ্মনি উন্নয়ন বুরো
ঢাকা।