

REVISED ANNUAL PROCUREMENT PLAN
FY 2024-2025

Ministry/Division : Economic Relations Division
Agency : N/A

Budget: Revenue (Admin-3, Admin: 4, Admin-5, Admin-6 Section & Budget Management Section)

Procuring Entity Name & Code : Economic Relations Division & Code:1130101

Package No.	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Funds	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.	Purchase of Cleaning Materials (3211102)	No.	As per Requirement	DPM	PE	GOB	1.50	Planned Dates										
								Planned Days										
								Actual Dates										
2.	Purchase of Entertainment Goods (3211106)	No.	As per Requirement	DPM	PE/HOPE	GOB	80.00	Planned Dates										
								Planned Days										
								Actual Dates										
3.	Vehicle Use (Contractual) (3211107)	No.	As per Requirement	DPM	PE/HOPE	GOB	20.00	Planned Dates										
								Planned Days										
								Actual Dates										
4.	Salary (Except Government Employees) (3211109)	No.	As per Requirement	DPM	PE	GOB	1.00	Planned Dates										
								Planned Days										
								Actual Dates										

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Package No.	Description of Procurement Package (GOODS)	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Funds	Estim. Cost (In Tk. lakh)	Time Code for Process	Not used in GOCP	Invited/ 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
5.	Seminar/Conference (3211111)	No.	As per Requirement	DPM	PE/HOPE	GOB	19.25	Planned Dates Planned Days Actual Dates									
6.	Purchase of Leather Bag, Seminar/Conference (3211111)	No.	15	RFQM	HOPE	GOB	0.75	Planned Dates Planned Days Actual Dates		08 Oct 24 0 08 Oct 24	16 Oct 24 8 16 Oct 24	16 Oct 24 0 16 Oct 24	20 Oct 24 4 20 Oct 24			12	Up to 21 October 24 Up to 30 June 2025
7.	Purchase of Internet/Fax/Telex (3211117)	No.	300MBPS Internet	OTM (e-GP, Framework Agreement)	HOPE	GOB	16.00	Planned Dates Planned Days Actual Dates									
8.	Purchase of Revenue Stam (3211119)	No.	As per Requirement	DPM	PE	GOB	1.00	Planned Dates Planned Days Actual Dates									
9.	Telephone (3211120)	No.	As per Requirement	DPM	PE/HOPE	GOB	6.00	Planned Dates Planned Days Actual Dates									
10.	Connection of Cable network to TV's (3211124)	No.	33	DPM	PE	GOB	1.50	Planned Dates Planned Days Actual Dates									
11.	Circular & Advertisement (3211125)	No.	As per Requirement	DPM	PE	GOB	6.50	Planned Dates Planned Days Actual Dates									
12.	Purchase of Books and Magazine (3211127)	No.	54407	DP/OTM	HOPE	GOB	12.00	Planned Dates		26 Dec 2024	13 Jan 2025	16 Jan 2025	20 Jan 2025	21 Jan 2025	19 Feb 2025		

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Package No.	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Funds	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
								Planned Days		0	18	3	4	1	28	54	
								Actual Dates		26 Dec 2024	13 Jan 2025	16 Jan 2025	20 Jan 2025	21 Jan 2025	19 Feb 2025		Up to 30 June 2025
13.	Flow of External Resource into Bangladesh (As of June 2024) (3211128)	No.	1000	RFQM/BG Press	HOPE	GOB	5.00	Planned Dates		17 May 2025	22 May 2025	22 May 2025	25 May 2025	--	--	-	Up to 20 June 2025
								Planned Days		0	8	0	1			9	
								Actual Dates									
14.	Transportation (3211130)	No.	As per Requirement	DPM	PE/HOPE	GOB	1.50	Planned Dates									
								Planned Days									
								Actual Dates									
15.	Outsourcing (3211131)	No.	276	OTM (Annual Contract)	HOPE	GOB	60.00	Planned Dates				01 Jul 2024	16 Jul 2024	16 Jul 2024	8 Aug 2024	-	
								Planned Days				48	15	0	28	90	
								Actual Dates				01 Jul 2024	16 Jul 2024	16 Jul 2024	8 Aug 2024		Up to 30 June 2025
16.	Recruitment (3211135)	No.	As per Requirement	DPM	HOPE	GOB	20.00	Planned Dates									
								Planned Days									
								Actual Dates									
17.	Training (3231301)	No.	As per Requirement	DPM	HOPE	GOB	75.00	Planned Dates									
								Planned Days									
								Actual Dates									
18.	Purchase of Petrol, Oil & Lubricant (3243101)	Litter	As per Requirement	DPM	HOPE	GOB	90.00										
19.	Gas & Fuel (3243102)	No.	As per Requirement	DPM	HOPE	GOB	1.00										
20.	Traveling Expenditure (3244101)	No.	As per Requirement	DPM	HOPE	GOB	4,00.00										
21.	Transfer Expenditure	No.	As per	DPM	HOPE	GOB	80.00										

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Package No.	Description of Procurement Package (GOODS)	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Funds	Estd Cost (In Th. 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
	(3244102)		Requirement														
22.	Purchase of Printer and Photocopier Toner (3255101)	No.	21	RFQM	HOPE	GOB	3.00	Planned Dates		24 July 2024	29 July 2024	30 July 2024	30 July 2024	---	---	--	---
								Planned Days		0	6	1	0	---	---	7	
								Actual Dates		24 July 2024	29 July 2024	30 July 2024	30 July 2024	---	---		Up to 06 Aug 2024
23.	Purchase of Printer and Photocopier Toner (3255101)	No	258	OTM (e-GP) (Framework contract)	HOPE	GOB	37.00	Planned Dates		01 Sep 2024	17 Sep 2024	25 Sep 2024	02 Oct 2024	03 Oct 2024	09 Oct 2024	-	
								Planned Days		0	17	7	7	1	6	38	
								Actual Dates		01 Sep 2024	17 Sep 2024	25 Sep 2024	02 Oct 2024	03 Oct 2024	09 Oct 2024		Up to 30 June 2025
24.	Purchase of Seal and Nameplates (3255104)	No.	360	LTM (Framework contract)	HOPE	GOB	5.00	Planned Dates		10 Nov 2024	25 Nov 2024	18 Dec 2024	26 Dec 2024	29 Dec 2024	02 Jan 2025	-	
								Planned Days		0	15	3	7	2	28	52	
								Actual Dates		10 Nov 2024	25 Nov 2024	18 Dec 2024	26 Dec 2024	29 Dec 2024	02 Jan 2025		Up to 30 June 2025
25.	Purchase of Stationary Items (3255105)	No	125 Items	OTM (e-GP) (Framework contract)	HOPE	GOB	31.00	Planned Dates		01 Sep 2024	17 Sep 2024	06 Oct 2024	09 Oct 2024	09 Oct 2024	14 Oct 2024	-	
								Planned Days		0	17	19	3	0	5	44	
								Actual Dates		01 Sep 2024	17 Sep 2024	06 Oct 2024	09 Oct 2024	09 Oct 2024	14 Oct 2024		Up to 30 June 2025
26.	Purchase of Croakeries (3255105)	No	9 Items	RFQM	HOPE	GOB	2.00	Planned Dates		29 Dec 2024	02 Jan 2025	02 Jan 2025	07 Jan 2025				
								Planned Days		0	5	0	5			10	
								Actual Dates		29 Dec 2024	02 Jan 2025	02 Jan 2025	07 Jan 2025				Up to 23 Jan 2025
27.	Purchase of Croakeries (3255105)	No	3 Items	LTM	HOPE	GOB	2.00	Planned Dates		17 May 2025	01 Jun 2025	02 Jun 2025	03 Jun 2025	04 Jun 2025	16 Jun 2025		Up to 20 June 2025
								Planned Days		0	15	2	0	1	7	24	
								Actual Dates									
28.	Towel, Purchase of Official Daily Necessities (3256103)	No.	2 Items	OTM	HOPE	GOB	2.75	Planned Dates		06 Jan 2025	21 Jan 2025	26 Jan 2025	27 Jan 2025	28 Jan 2025	25 Feb 2025	-	
								Planned Days		0	16	5	1	1	28	51	
								Actual		06 Jan	21 Jan	26 Jan	27 Jan	28 Jan 2025			Up to 13

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Package No.	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Funds	Est'd Cost (In Tk. lakh)	Time Code for Process	Not used in GOOD	Invite/ Advertiser Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total time to Contract Signature	Time for Completion of Contract
								Dates		2025	2025	2025	2025				Mar 2025
29.	Purchase of Cloths (3256106)	No	7 Items	OTM	HOPE	GOB	7.00	Planned Dates		01 Oct 2024	17 Oct 2024	23 Oct 2024	28 Oct 2024	29 Oct 2024	05 Nov 2024		
								Planned Days		0	17	6	5	1	7	36	
								Actual Dates		01 Oct 2024	17 Oct 2024	23 Oct 2024	28 Oct 2024	29 Oct 2024	05 Nov 2024		Up to 28 Nov 2025
30.	Innovation (3257105)	No.	As per Requirement	DPM/RFQM	HOPE	GOB	2.00	Planned Dates									
								Planned Days									
								Actual Dates									
31.	Internship Allowance (3257207)	No.	As per Requirement	DP (FWA)	PE	GOB	7.00	Planned Dates									
								Planned Days									
								Actual Dates									
32.	Motor Vehicle Repair (3258101)	No.	As per Requirement	DPM	PE/HOPE	GOB	18.00	Planned Dates									
								Planned Days									
								Actual Dates									
33.	Furniture Repair (3258102)	No.	As per Requirement	DPM	PE/HOPE	GOB	5.00	Planned Dates									
								Planned Days									
								Actual Dates									
34.	Computer Repair (3258103)	No.	As per Requirement	DPM	PE/HOPE	GOB	6.50	Planned Dates									
								Planned Days									
								Actual Dates									
35.	Repair of Other Machinery & Equipment (3258105)	No.	LATA Centre Maintenance	OTM	HOPE	GOB	7.25	Planned Dates									UP to 30 June 2025
								Planned Days									
								Actual Dates									

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Package No.	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Funds	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	
36.	AC and others Repair, Machinery & Equipment (3258105)	No.	21	RFQM	HOPE	GOB	7.75	Planned Dates		16 Mar 25	24 Mar 25	24 Mar 25	7 Apr 25					
								Planned Days		0	8	0	12			10		
								Actual Dates		16 Mar 25	24 Mar 25	24 Mar 25	7 Apr 25					Up to 24 Mar 2025
37.	Repair of Telecommunication Equipment (3258126)	No.	As per Requirement	LTM	HOPE	GOB	2.50	Planned Dates										Up to 14 Jan 2025
								Planned Days										
								Actual Dates										
38.	Motor Vehicle Maintenance Expenses (3258140)	No.	As per Requirement	According to ability	HOPE	GOB	4,00.00	Planned Dates										
								Planned Days										
								Actual Dates										
39.	Software & Database Maintenance (3258143)	No.	As per Requirement	DPM	HOPE	GOB	10.00	Planned Dates										
								Planned Days										
								Actual Dates										
40.	Gift (3211113)	No.	15 Lather Bag	RFQM	HOPE	GOB	0.75	Planned Dates		04 May 2022	12 May 2025	12 May 2025	13 May 2025					
								Planned Days		0	8	0	1			9		
								Actual Dates		04 May 2022	12 May 2025	12 May 2025	13 May 2025					Up to 16 May 2025
41.	Gift (3821113)	No.	120 Gift Box and others	DPM/RFQM	HOPE	GOB	15.25	Planned Dates		23 Dec 2024	30 Dec 2024	30 Dec 2024	02 Jan 2024					
								Planned Days		0	7	0	3			10		
								Actual Dates		23 Dec 2024	30 Dec 2024	30 Dec 2024	02 Jan 2024					Up to 23 Jan 2025
42.	Purchase of Motor Vehicle (4112101)	No.	As per Requirement	G TO G	HOPE	GOB	1,20.00	Planned Dates										
								Planned Days										
								Actual Dates										
43.	Purchase of Printer & Scanner (4112202)	No.	28	OTM (e-GP)	HOPE	GOB	3.00	Planned Dates		18 Sep 2024	03 Oct 2024	05 Nov 2024	10 Nov 2024	10 Nov 2024	13 Nov 2024			

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								Planned Days		0	15	33	5	0	3	56	
								Actual Dates		18 Sep 2024	03 Oct 2024	05 Nov 2024	10 Nov 2024	10 Nov 2024	13 Nov 2024		Up to 30 Nov 2024
44.	Purchase of Computers & Accessories (4112202)	No.	352	OTM (e-GP)	HOPE	GOB	76.00	Planned Dates		27 Oct 2024	11 Nov 2024	22 Dec 2024	01 Jan 2025	01 Jan 2025	29 Jan 2025	-	
								Planned Days		0	15	41	10	0	28	94	
								Actual Dates		27 Oct 2024	11 Nov 2024	22 Dec 2024	01 Jan 2025	01 Jan 2025	29 Jan 2025		Up to 6 Mar 2025
45.	Purchase of All in one PC and Printer (4112202)	NO	3	RFQM.	HOPE	GOB	1.50	Planned Dates		21 Apr 25	27 Apr 25	27 Apr 25	28 Apr 25				
								Planned Days		0	7	0	1			8	
								Actual Dates		21 Apr 25	27 Apr 25	27 Apr 25	28 Apr 25				Up to 08 May 2025
46.	Purchase of Color Printer, Scanner, Mouse & Key Board (4112202)	No.	76	OTM (e-GP)	HOPE	GOB	9.50	Planned Dates		18 May 25	02 Jun 25	03 Jun 25	15 Jun 25	16 Jun 25	18 Jun 25		UP To 20 June 2025
								Planned Days		0	15	1	12	1	2	31	
								Actual Dates									
47.	Purchase of Telecommunication Equipment (4112204)	No.	As Per Requirement	DPM	HOPE	GOB	2.50	Planned Dates									
								Planned Days									
								Actual Dates									
48.	Purchase of Furniture (4112314)	No.	80	OTM (e-GP)	HOPE	GOB	30.00	Planned Dates		10 Mar 2025	25 Mar 2025	15 Apr 2025	16 Apr 2025	20 Apr 2025	18 May 2025	-	
								Planned Days		0	15	20	1	4	28	68	
								Actual Dates		10 Mar 2025	25 Mar 2025	15 Apr 2025	16 Apr 2025	20 Apr 2025	20 Apr 2025		Up to 22 May 2025
49.	Purchase of Intercom Machine (4112316)	No.	1 Item	OTM (e-GP)	HOPE	GOB	6.00	Planned Dates		07 Oct 2024	22 Oct 2024	24 Oct 2024	29 Oct 2024	31 Oct 2024	06 NOV 2024	-	
								Planned Days		0	15	2	5	2	6	30	
								Actual Dates		07 Oct 2024	22 Oct 2024	24 Oct 2024	29 Oct 2024	31 Oct 2024	06 NOV 2024		Up to 30 Nov 2024
50.	Purchase of TV, Fridge, Oven and others, Machinery & Equipment (4112316)	No.	33	OTM (e-GP)	HOPE	GOB	11.00	Planned Dates		23 Feb 2025	10 Mar 2025	17 Mar 2025	20 Mar 2025	25 Mar 2025	07 Apr 2025	-	
								Planned Days		0	17	9	3	2	28	45	


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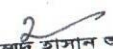
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Package No.	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Funds	Estd Cost (In Tk. lakh)	Time Code for Process	Not used in 'GOOD	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total time to Contract Signature	Time for Completion of Contract
								Actual Dates		23 Feb 2025	10 Mar 2025	17 Mar 2025	20 Mar 2025	25 Mar 2025	07 Apr 2025		Up to 30 Apr 2025
51.	Purchase of Photocopier and others, Machinery & Equipment (4112316)	NO	4	OTM (e-GP)	HOPE	GOB	10.00	Planned Dates		26 Feb 2025	13 Mar 2025	24 Mar 2025	10 Apr 2025	13 Apr 2025	11 May 2025		
								Planned Days		0	15	11	15	3	28	71	
								Actual Dates		26 Feb 2025	13 Mar 2025	24 Mar 2025	10 Apr 2025	13 Apr 2025	23 Apr 2025		Up to 15 May 2025
52.	Purchase of AC, Machinery & Equipment (4112316)	NO	6	OTM (e-GP)	HOPE	GOB	9.00	Planned Dates		15 May 25	29 May 25	01 Jun 25	02 Jun 25	2 Jun 25	16 Jun 25		Up to 20 June 2025
								Planned Days		0	15	5	1	1	14	36	
								Actual Dates									
53.	Purchase of Operating System Software (4113301)	No.	60	OTM (e-GP)	HOPE	GOB	15.00	Planned Dates		07 Oct 2024	22 Oct 2024	04 Nov 2024	10 Nov 2024	10 Nov 2024	08 Dec 2024	-	
								Planned Days		0	15	13	6	0	28	62	
								Actual Dates		07 Oct 2024	22 Oct 2024	04 Nov 2024	10 Nov 2024	10 Nov 2024	08 Dec 2024		Up to 30 Dec 2024
54.	Computer Software (4113301)	No.	90	OTM (e-GP)	HOPE	GOB	3.00	Planned Dates		05 May 2025	18 May 2025	25 May 2025	26 May 2025	27 May 2025	2 Jun 2025	-	Up to 20 June 2025
								Planned Days		0	15	4	1	1	7	28	
								Actual Dates									
Total value of Goods procurement							1766.25										


উম্মে হাসিনা
 উপসচিব
 অর্থনৈতিক সম্পর্ক বিভাগ
 অর্থ মন্ত্রণালয়
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার


মোঃ রুহুল আমিন
 উপসচিব
 অর্থনৈতিক সম্পর্ক বিভাগ
 অর্থ মন্ত্রণালয়
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার


মোঃ শাহরিয়ার হাসান আমিন
 অতিরিক্ত সচিব
 অর্থনৈতিক সম্পর্ক বিভাগ
 অর্থ মন্ত্রণালয়
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার


মোঃ শাহরিয়ার কাদের হিদ্বিতুল্লাহ
 সচিব
 অর্থনৈতিক সম্পর্ক বিভাগ
 অর্থ মন্ত্রণালয়
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার