

People's Republic of Bangladesh
Internal Resources Division
Annual Procurement Plane for FY 2024-25

pack age No	Description of Procurement Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd Cost in Tk. (lakh)	Time Code for Process	Not Used in Goods	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.	Computer and Office Equipment Related supporting Materials/Install ation/Supply, Maintenance	NOS	List -i Enclos ed	OTM/RFQ/ Direct	Subject to the authority in the Delegated in the Delegation of Financial Power of this Division- Additional Secretary/ Joint Secretary/Dep uty Secretary/Seni or Assistant Secretary	GOB	22. 00	Planned Dates for OTM/RF Q		01 Aug 2024	08 Aug 2024	11 Aug 2024	14 Aug 2024	18 Aug 2024	20 Aug 2024		24 Days
								Planned Days for OTM/RF Q		---	08 Days	04 Days	04 Days	05 Days	03 Days	24 Days	
								Actual Dates for OTM/RF Q		---	---	---	---	---	---	---	
								Planned Dates for OTM/RF Q		25 Aug 2024	01 Sep 2024	03 Sep 2024	08 Sep 2024	11 Sep 2024	15 Sep 2024		27 Days
								Planned Days for OTM/RF Q		---	08 Days	04 Days	06 Days	04 Days	05 Days	27 Days	
								Actual Dates for OTM/RF Q		---	---	---	---	---	---	---	
								Planned Dates for OTM/RF Q		22 Sep 2024	29 Sep 2024	02 Oct 2024	08 Oct 2024	14 Oct 2024	16 Oct 2024		31 Days
								Planned Days for OTM/RF Q		---	08 Days	06 Days	07 Days	07 Days	03 Days	31 Days	
								Actual Dates for OTM/RF Q		---	---	---	---	---	---	---	

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pack age No	Description of Procurement Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd Cost in Tk. (lakh)	Time Code for Process	Not Used in Goods	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
2.	Computer Software , Tonner and other Equipment	NOS	List -I & vii Enclos ed	OTM/RFQ/ Direct	Subject to the authority in the Delegated in the Delegation of Financial Power of this Division- Additional Secretary/ Joint Secretary/Dep uty Secretary/Seni or Assistant Secretary	GOB	18. 80	Planned Dates for OTM/RF Q		04 Aug 2024	11 Aug 2024	14 Aug 2024	20 Aug 2024	22 Aug 2024	25 Aug 2024		27 Days
								Planned Days for OTM/RF Q		---	08 Days	05 Days	07 Days	03 Days	04 Days	27 Days	
								Actual Dates for OTM/RF Q		---	---	---	---	---	---	---	
								Planned Dates for OTM/RF Q		27 Aug 2024	05 Sep 2024	10 Sep 2024	17 Sep 2024	22 Sep 2024	25 Sep 2024		33 Days
								Planned Days for OTM/RF Q		---	10 Days	06 Days	08 Days	06 Days	04 Days	33 Days	
								Actual Dates for OTM/RF Q		---	---	---	---	---	---	---	
								Planned Dates for OTM/RF Q		06 Oct 2024	15 Oct 2024	22 Oct 2024	27 Oct 2024	03 Nov 2024	06 Nov 2024		37 Days
								Planned Days for OTM/RF Q		---	11 Days	08 Days	06 Days	08 Days	04 Days	37 Days	
								Actual Dates for OTM/RF Q		---	---	---	---	---	---	---	

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pack age No	Description of Procurement Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd Cost in Tk. (lakh)	Time Code for Process	Not Used in Goods	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
3.	Stationary & Miscellaneous Goods	NOS	List -ii Enclos ed	OTM/RFQ/ Direct	Subject to the authority in the Delegated in the Delegation of Financial Power of this Division- Additional Secretary/ Joint Secretary/Dep uty Secretary/Seni or Assistant Secretary	GOB	20. 00	Planned Dates for OTM/RF Q		06 Aug 2024	14 Aug 2024	20 Aug 2024	22 Aug 2024	24 Aug 2024	29 Aug 2024		28 Days
								Planned Days for OTM/RF Q		---	09 Days	07 Days	03 Days	03 Days	06 Days	28 Days	
								Actual Dates for OTM/RF Q		---	---	---	---	---	---	---	
								Planned Dates for OTM/RF Q		15 Aug 2024	23 Aug 2024	24 Aug 2024	29 Aug 2024	31 Aug 2024	02 Sep 2024		23 Days
								Planned Days for OTM/RF Q		---	09 Days	02 Days	06 Days	03 Days	03 Days	23 Days	
								Actual Dates for OTM/RF Q		---	---	---	---	---	---	---	
								Planned Dates for OTM/RF Q		04 Sep 2024	11 Sep 2024	15 Sep 2024	17 Sep 2024	19 Sep 2024	22 Sep 2024		23 Days
								Planned Days for OTM/RF Q		---	08 Days	05 Days	03 Days	03 Days	04 Days	23 Days	
								Actual Dates for OTM/RF Q		---	---	---	---	---	---	---	
								Planned Dates for OTM/RF Q		10 Oct 2023	20 Oct 2023	22 Oct 2023	27 Oct 2023	29 Oct 2023	31 Oct 2023		26 Days
								Planned Days for OTM/RF Q		---	11 Days	03 Days	06 Days	03 Days	03 Days	26 Days	
								Actual Dates for OTM/RF Q		---	---	---	---	---	---	---	

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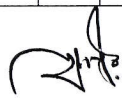
Annual Procurement Plane for FY 2024-25

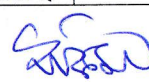
pack age No	Description of Procurement Goods	Unit	Quantity	Procuremen t Method & Type	Contract Approving Authority	Sou rce of Fun ds	Estd Cost in Tk. (lakh)	Time Code for Process	Not Used in Goods	Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	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.	Furniture	NOS	List -iii Enclos ed	OTM/RFQ /Direct	Subject to the authority in the Delegation of Financial Power of this Division- Additional Secretary/Joint Secretary/Depu ty Secretary/Senio r Assistant Secretary	GO B	22 .00	Planned Dates for OTM/RFQ		14 Aug 2024	22 Aug 2024	28 Aug 2024	29 Aug 2024	01 Sep 2024	03 Sep 2024		25 Days
								Planned Days for OTM/RFQ		---	09 Days	07 Days	02 Days	04 Days	03 Days	25 Days	
								Actual Dates for OTM/RFQ		---	---	---	---	---	---	---	
								Planned Dates for OTM/RFQ		10 Sep 2024	19 Sep 2024	24 Sep 2024	29 Sep 2024	02 Oct 2024	06 Oct 2024		31 Days
								Planned Days for OTM/RFQ		---	10 Days	06 Days	06 Days	04 Days	05 Days	31 Days	
								Actual Dates for OTM/RFQ		---	---	---	---	---	---	---	
								Planned Dates for OTM/RFQ		14 Oct 2024	23 Oct 2024	27 Oct 2024	30 Oct 2024	03 Nov 2024	06 Nov 2024		281 Days
								Planned Days for OTM/RFQ		---	10 Days	05 Days	04 Days	05 Days	04 Days	28 Days	
								Actual Dates for OTM/RFQ		---	---	---	---	---	---	---	
								Planned Dates for OTM/RFQ		12 Nov 2024	21 Nov 2024	26 Nov 2024	01 Dec 2024	03 Dec 2024	05 Dec 2024	---	26 Days
								Planned Days for OTM/RFQ		---	10 Days	06 Days	04 Days	03 Days	03 Days	26 Days	
								Actual Dates for OTM/RFQ									

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Annual Procurement Plane for FY 2024-25

package No	Description of Procurement Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd Cost in Tk. (lakh)	Time Code for Process	Not Used in Goods	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
5.	Audio Conference system, Electric Equipment Related Supporting Materials/Installation/Supply & Maintenance	NOS	List -iv Enclosed	OTM/RFQ/ Direct	Subject to the authority in the Delegated in the Delegation of Financial Power of this Division- Additional Secretary/ Joint Secretary/ Deputy Secretary/ Senior or Assistant Secretary	GOB	25.00	Planned Dates for OTM/RF Q		05 Sep 2024	15 Sep 2024	18 Sep 2024	22 Sep 2024	24 Sep 2024	26 Sep 2024	---	26 Days
								Planned Days for OTM/RF Q		---	11 Days	04 Days	05 Days	03 Days	03 Days	26 Days	
								Actual Dates for OTM/RF Q		---	---	---	---	---	---		
								Planned Dates for OTM/RF Q		08 Oct 2024	17 Oct 2024	22 Oct 2024	27 Oct 2024	29 Oct 2024	31 Oct 2024	---	28 Days
								Planned Days for OTM/RF Q		---	10 Days	06 Days	06 Days	03 Days	03 Days	28 Days	
								Actual Dates for OTM/RF Q		---	---	---	---	---	---	---	
								Planned Dates for OTM/RF Q		05 Dec 2024	15 Dec 2024	19 Dec 2024	22 Dec 2024	24 Dec 2024	29 Dec 2024	---	29 Days
								Planned Days for OTM/RF Q		---	11 Days	05 Days	04 Days	03 Days	06 Days	29 Days	
								Actual Dates for OTM/RF Q		---	---	---	---	---	---	---	









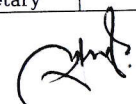
Annual Procurement Plane for FY 2024-25

pack age No	Description of Procurement Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd Cost in Tk. (lakh)	Time Code for Process	Not Used in Goods	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
6.	Liveries	NOS	As per Privile ge	RFQ/Direc t	Subject to the authority in the Delegated in the Delegation of Financial Power of this Division- Deputy Secretary/Seni or Assistant Secretary	GOB	05. 20	Planned Dates for RFQ		06 Mar 2025	16 Mar 2025	18 Mar 2025	20 Mar 2025	24 Mar 2025	---	---	21 Days
								Planned Days for RFQ		---	11 Days	03 Days	03 Days	05 Days	---	21 Days	
								Actual Dates for RFQ		---	---	---	---	---	---	---	

Annual Procurement Plane for FY 2024-25

pack age No	Description of Procurement Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd Cost in Tk. (lakh)	Time Code for Process	Not Used in Goods	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
7.	Furniture, Vehicle, Computer, Laptop, Telephone, Internet, Intercom Repair/Maintena nce and Miscellaneous Goods of Vehicle	NOS	As per Requir ement	RFQ/Direc t	Subject to the authority in the Delegated in the Delegation of Financial Power of this Division- Additional Secretary/ Joint Secretary/Dep uty Secretary/Seni or Assistant Secretary	GOB	25. 00	Planned Dates for RFQ									
								Planned Days for RFQ									
								Actual Dates for RFQ									






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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
08.	Transport Fuel (Petrol/Octane/C NG/Lubricants/ break oil)	LTR/C FT	List-v Enclos ed	Direct	As per authority delegated- Joint Secretary/dep uty secretary/seni or assistant secretary	GOB	25.00										
09.	Books, News paper, Magazin and Journals	NOS	As per requir ement	Direct	As per authority delegated- Joint Secretary/dep uty secretary/seni or assistant secretary	GOB	04.50										
10.	Postage	NOS	As per requir ement	Direct	Senior Assistant Secretary	GOB	00.50										
11.	Advertisement	NOS	As per requir ement	Direct	Joint secretary/ Deputy Secretary	GOB	05.00										

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Annual Procurement Plane for FY 2024-25

package No	Description of Procurement Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd Cost in Tk. (lakh)	Time Code for Process	Not Used in Goods	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.	Internal Interior Decoration	NOS	List -x Enclosed	OTM/RFQ /Direct	Subject to the authority in the Delegated in the Delegation of Financial Power of this Division- Additional Secretary/ Joint Secretary/ Deputy Secretary/ Senior Assistant Secretary	GO B	100 .00	Planned Dates for OTM/RFQ		14 Aug 2024	22 Aug 2024	28 Aug 2024	28 Aug 2024	29 Aug 2024	01 Sep 2024		21 Days
								Planned Days for OTM/RFQ		---	09 Days	06 Days	00 Days	02 Days	04 Days	21 Days	
								Actual Dates for OTM/RFQ		---	---	---	---	---	---	---	
								Planned Dates for OTM/RFQ		10 Sep 2024	19 Sep 2024	24 Sep 2024	29 Sep 2024	03 Oct 2024	06 Oct 2024		31 Days
								Planned Days for OTM/RFQ		---	10 Days	06 Days	06 Days	05 Days	04 Days	31 Days	
								Actual Dates for OTM/RFQ		---	---	---	---	---	---	---	
								Planned Dates for OTM/RFQ		10 Oct 2024	22 Oct 2024	27 Oct 2024	30 Oct 2024	03 Nov 2024	06 Nov 2024		32 Days
								Planned Days for OTM/RFQ		---	13 Days	06 Days	04 Days	05 Days	04 Days	32 Days	
								Actual Dates for OTM/RFQ		---	---	---	---	---	---	---	
								Planned Dates for OTM/RFQ		12 Nov 2024	21 Nov 2024	26 Nov 2024	01 Dec 2024	05 Dec 2024	08 Dec 2024	---	31 Days
								Planned Days for OTM/RFQ			10 Days	06 Days	06 Days	05 Days	04 Days	31 Days	
								Actual Dates for OTM/RFQ									
								Planned Dates for OTM/RFQ		12 Dec 2024	22 Dec 2024	26 Dec 2024	31 Dec 2024	05 Jan 2025	12 Jan 2025	---	35 Days
								Planned Days for OTM/RFQ			11 Days	05 Days	06 Days	05 Days	08 Days	35 Days	
								Actual Dates for OTM/RFQ									

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Annual Procurement Plane for FY 2024-25

pack age No	Description of Procurement Goods	Unit	Quantity	Procuremen t Method & Type	Contract Approving Authority	Sou rce of Fun ds	Estd Cost in Tk. (lakh)	Time Code for Process	Not Used in Goods	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.	Internal Interior Decoration	NOS	List -x Enclos ed	OTM/RFQ /Direct	Subject to the authority in the Delegated in the Delegation of Financial Power of this Division- Additional Secretary/Joint Secretary/Depu ty Secretary/Senio r Assistant Secretary	GO B	100 .00	Planned Dates for OTM/RFQ		12 Jan 2025	19 Jan 2025	22 Jan 2025	26 Jan 2025	29 Jan 2025	02 Feb 2025		26 Days
								Planned Days for OTM/RFQ		---	08 Days	04 Days	05 Days	04 Days	05 Days	26 Days	
								Actual Dates for OTM/RFQ		---	---	---	---	---	---	---	
								Planned Dates for OTM/RFQ		04 Feb 2025	12 Feb 2025	16 Feb 2025	19 Feb 2025	24 Feb 2025	02 Mar 2025		31 Days
								Planned Days for OTM/RFQ		---	09 Days	05 Days	04 Days	06 Days	07 Days	31 Days	
								Actual Dates for OTM/RFQ		---	---	---	---	---	---	---	
								Planned Dates for OTM/RFQ		04 Mar 2024	16 Mar 2024	20 Mar 2024	23 Mar 2024	27 Mar 2024	31 Mar 2024		33 Days
								Planned Days for OTM/RFQ		---	13 Days	05 Days	04 Days	05 Days	06 Days	33 Days	
								Actual Dates for OTM/RFQ		---	---	---	---	---	---	---	
								Planned Dates for OTM/RFQ		06 Apr 2024	13 Apr 2024	15 Apr 2024	17 Apr 2024	21 Apr 2024	24 Apr 2024		24 Days
								Planned Days for OTM/RFQ		---	08 Days	03 Days	04 Days	05 Days	04 Days	24 Days	
								Actual Dates for OTM/RFQ		---	---	---	---	---	---	---	
								Planned Dates for OTM/RFQ		27 Apr 2024	05 May 2024	08 May 2024	12 May 2024	18 May 2024	21 May 2024		28 Days
								Planned Days for OTM/RFQ		---	09 Days	04 Days	05 Days	05 Days	04 Days	27 Days	
								Actual Dates for OTM/RFQ		---	---	---	---	---	---	---	

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
12.	Internal Interior Decoration	NOS	List -x Enclosed	OTM/RFQ /Direct	Subject to the authority in the Delegated in the Delegation of Financial Power of this Division- Additional Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	GO B	100.00	Planned Dates for OTM/RFQ		22 May 2025	28 May 2025	01 Jun 2025	03 Jun 2025	05 Jun 2025	12 Jun 2025		26 Days
								Planned Days for OTM/RFQ		---	07 Days	05 Days	03 Days	03 Days	08 Days	26 Days	
								Actual Dates for OTM/RFQ		---	---	---	---	---	---	---	
								Planned Dates for OTM/RFQ		12 Jun 2024	17 Jun 2024	19 Jun 2024	22 Jun 2024	24 Jun 2024	29 Jun 2024		22 Days
								Planned Days for OTM/RFQ		---	06 Days	03 Days	04 Days	03 Days	06 Days	22 Days	
								Actual Dates for OTM/RFQ		---	---	---	---	---	---	---	

মোঃ সামান আল-হাসান
২২/০৭/২৪
সিনিয়র সহকারী সচিব
অভ্যন্তরীণ সম্পদ বিভাগ
অর্থ মন্ত্রণালয়
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

তারেক মোঃ মদ জাকারিয়া
২২/০৭/২৪
সিনিয়র সহকারী সচিব
অভ্যন্তরীণ সম্পদ বিভাগ
অর্থ মন্ত্রণালয়
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

মুহাম্মদ হুসেইন জাহেদ
২২/০৭/২৪
হিসাব রক্ষণ কর্মকর্তা
অভ্যন্তরীণ সম্পদ বিভাগ
অর্থ মন্ত্রণালয়
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

মোঃ হুমায়ুন কবীর
২২/০৭/২৪
উপসচিব
অভ্যন্তরীণ সম্পদ বিভাগ
অর্থ মন্ত্রণালয়
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

মকিমা বেগম
২২/০৭/২৪
উপসচিব
অভ্যন্তরীণ সম্পদ বিভাগ
অর্থ মন্ত্রণালয়
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

মোঃ নাসিরুজ্জামান
২২/০৭/২৪
উপসচিব
অভ্যন্তরীণ সম্পদ বিভাগ
অর্থ মন্ত্রণালয়
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

এম. আব্দুল কাদের
২২/০৭/২৪
উপসচিব
অভ্যন্তরীণ সম্পদ বিভাগ
অর্থ মন্ত্রণালয়
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার