

ANNUAL PROCUREMENT PLAN FOR FINANCIAL YEAR 2023-2024 (GOODS & RELATED SERVICE)

Ministry/Division : Ministry of Women and Children Affairs

Agency : Joyeeta Foundation

Procuring Entity Name & Code : Joyeeta

(In BDT Lac Taka)

Package no	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source Of Fund	Est Cost in TK.	Time Code for Process	Not Used in Goods	Invite / advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Singing 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.	Purchasing equipment for joyeeta foundation office.	1	1	RFQ	MD	GOB	3.00	Planned Date		8/10/23	17/10/23	17/10/23	19/10/23	22/10/23	25/10/23		
								Actual Dates									
2.	Purchasing Stationary for Joyeeta Sales Center.	1	2	RFQ	MD	GOB	5.00	Planned Date		10/9/23	18/9/23	28/9/23	20/9/23	24/9/23	26/9/23		
								Planned Days		12/3/24	17/3/24	17/3/24	20/3/24	24/3/24	27/3/24		
								Actual Dates									
3.	Purchasing cleaning items for Joyeeta Sales Center.	1	2	RFQ	MD	GOB	5.00	Planned Date		10/9/23	18/9/23	28/9/23	20/9/23	24/9/23	26/9/23		
								Planned Days		12/3/24	17/3/24	17/3/24	20/3/24	24/3/24	27/3/24		
								Actual Dates									
4.	Purchasing customized Pad, Folder, envelop etc. for Joyeeta Foundation office	1	2	RFQ	MD	GOB	6.00	Planned Date		26/7/23	2/8/23	2/8/23	6/8/23	7/8/23	9/8/23		
								Planned Days		5/11/23	13/11/23	13/11/23	15/11/23	19/11/23	20/11/23		
								Actual Dates									
5.	Purchasing cleaning items Joyeeta Foundation office.	1	3	RFQ	MD	GOB	8.00	Planned Date		26/7/23	2/8/23	2/8/23	6/8/23	7/8/23	9/8/23		
								Planned Days		5/11/23	13/11/23	13/11/23	15/11/23	19/11/23	20/11/23		
								Planned Days		4/1/23	11/1/23	11/1/23	14/1/23	16/1/23	18/1/23		
								Actual Dates									
6.	Purchasing Stationary for Joyeeta Foundation office	1	4	RFQ	MD	GOB	10.00	Planned Date		27/7/23	3/8/23	3/8/23	7/8/23	9/8/23	10/8/23		
								Planned Days		8/10/23	17/10/23	17/10/23	19/10/23	22/10/23	25/10/23		
								Planned Date		4/1/23	11/1/23	11/1/23	14/1/23	16/1/23	18/1/23		
								Planned Days		4/4/23	11/4/23	11/4/23	14/4/23	16/4/23	18/4/23		
								Actual Dates									


 24.7.2023
 Afroza Khan
 Managing Director
 Joyeeta Foundation

ANNUAL PROCUREMENT PLAN FOR FINANCIAL YEAR 2023-2024 (Intellectual and Professional Service)

Ministry/Division

: Ministry of Women and Children Affairs

Agency

: Joyeeta Foundation

Procuring Entity Name & Code

: Joyeeta

(In BDT Lac Taka)

Package no	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source Of Fund	Est. Cost in TK.	Time Code for Process	Not Used in Goods	Invite / advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Singing 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.	Making TVC for joyeeta products (Joyeeta Sales Centre)	1	2	Single Source	MD	GOB	10.00	Planned Date		15/10/23	22/10/23	22/10/23	24/10/23	26/10/23	19/10/23		
								Planned Days		10/3/24	17/3/24	17/3/24	19/3/24	21/3/24	24/3/24		
								Actual Dates									
2.	Making promotional videos and creative design for two Eid Festivals	1	2	Single Source	MD	GOB	10.00	Planned Date		3/3/24	17/3/24	17/3/24	20/3/24	24/3/24	27/3/24		
								Planned Days		12/05/24	19/5/24	19/5/24	21/5/24	23/5/24	26/5/24		
								Actual Dates									
3.	Making catalogue of Joyeeta product & distributing on Social media platform	1	1	Single Source	MD	GOB	5.00	Planned Date		15/10/23	22/10/23	22/10/23	24/10/23	26/10/23	29/10/23		
								Actual Dates									
4.	Facebook & YouTube boosting for Joyeeta products	1	1	Single source	MD	Gob	6.00	Planned Date		3/3/24	17/3/24	17/3/24	20/3/24	24/3/24	27/3/24		
								Actual Dates									
5.	Making & promoting video contents for International Trade Fair	1	1	Single source	MD	Gob	5.00	Planned Date		5/12/23	17/12/23	17/2/23	20/12/23	24/12/23	27/12/23		
								Actual Dates									
6.	Annual Audit function of Joyeeta Foundation	1	1	Single Source	MD	GOB	5.00	Planned Date		14/4/24	28/4/24	28/4/24	1/5/24	5/5/24	8/5/24		
								Actual Dates									
7.	Developing DPP for Joyeeta Tower in divisional headquarter related consultancy	1	1	Single Source	MD	GOB	10.00	Planned Date		5/5/24	12/5/24	12/5/24	14/5/24	16/5/24	19/5/24		
								Actual Dates									
8.	Research on joyeeta product sale	1	1	Single Source	MD	GOB	15.00	Planned Date		5/5/24	12/5/24	12/5/24	14/5/24	16/5/24	19/5/24		
								Actual Dates									



24.7.2023

Afroza Khan

Managing Director

Joyeeta Foundation

ANNUAL PROCUREMENT PLAN FOR FINANCIAL YEAR 2023-2024 (Works & Physical Service)

Ministry/Division

Agency

Procuring Entity Name & Code

: Ministry of Women and Children Affairs

: Joyeeta Foundation

: Joyeeta

(In BDT Lac Taka)

Package no	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source Of Fund	Est. Cost in TK.	Time Code for Process	Not Used in Goods	Invite / advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Singing 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.	Printing Annual report of Joyeeta Foundation	1	1	RFQ	MD	GOB	3.00	Planned Date		14/9/23	21/9/23	21/9/23	24/9/23	25/9/23	27/9/23		
								Actual Dates									
2.	Stall set up & decoration for International Trade Fair.	1	4	RFQ	MD	GOB	24.00	Planned Date		28/11/23	5/12/23	5/12/23	7/12/23	10/12/23	11/12/23		
								Planned Days		30/11/23	7/12/23	7/12/23	10/12/23	11/12/23	13/12/23		
								Planned Days		5/12/23	12/12/23	12/12/23	14/12/23	17/12/23	18/12/23		
								Planned Date		10/12/23	17/12/23	17/12/23	20/12/23	24/12/23	27/12/23		
								Actual Dates									
3.	Setting boundaries for divisional office [Rajshahi, Chattogram, Khulna, Barisal] of Joyeeta Foundation	1	4	OTM	MD	GOB	24.00	Planned Date		6/8/23	13/8/23	13/8/23	15/8/23	17/8/23	20/8/23		
								Planned Days		10/9/23	17/9/23	17/9/23	19/9/23	21/9/23	24/9/23		
								Planned Date		14/9/23	21/9/23	21/9/23	24/9/23	26/9/23	28/9/23		
								Planned Days		10/10/23	18/10/23	18/10/23	22/10/23	24/10/23	29/10/23		
								Actual Dates									
4.	Implementation of an Innovative idea	1	1	RFQ	MD	GOB	6.00	Planned Date		11/2/24	20/2/24	20/2/24	22/2/24	25/2/24	28/2/24		
								Actual Dates									
5.	Showcasing of an innovative idea	1	1	RFQ	MD	GOB	4.00	Planned Date		14/4/24	21/4/24	21/4/24	23/4/24	25/4/24	28/4/24		
								Actual Dates									
6.	Shifting Joyeeta Foundation's office	1	1	RFQ	MD	GOB	5.00	Planned Date		10/12/23	17/12/23	17/12/23	20/12/23	24/12/23	27/12/23		
								Actual Dates									
7.	Hiring event management firm	1	2	RFQ	MD	GOB	6.00	Planned Date		7/1/24	14/1/24	14/1/24	16/1/24	18/1/24	21/1/24		
								Planned Days		3/3/24	10/3/24	10/3/24	12/3/24	14/3/24	17/3/24		
								Actual Dates									
8.	12 th Anniversary of Joyeeta Foundation	1	4	RFQ	MD	Gob	20.00	Planned Date		3/10/23	10/10/23	10/10/23	14/10/23	16/10/23	17/10/23		
								Planned Days		6/10/23	13/10/23	13/10/23	15/10/23	17/10/23	20/10/23		
								Planned Days		15/10/23	22/10/23	22/10/23	24/10/23	26/10/23	29/10/23		
								Planned Days		15/10/23	22/10/23	22/10/23	24/10/23	26/10/23	29/10/23		
								Actual Dates									
9.	Broadcasting Video contents on LED screen	1	1	RFQ	MD	Gob	5.00	Planned Date		5/12/23	17/12/23	17/2/23	20/12/23	24/12/23	27/12/23		
								Actual Dates									


24.7.2023
Afroza Khan
Managing Director
Joyeeta Foundation