Annual Procurement Plan for 2023-2024 Appendix-c

Ministry/Division	Ministry of Commerce (MOC)	Project/Programme Cost (In Tk Thousand)
Agency	(MOC)	4,70,58
Procuring Entity Name and Code	(MOC)	

Package No.	Description of procurement GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost(In Tk. Thousand)	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	Stationery/ Miscellaneous Goods.	List Enclosed-1	List Enclosed-1	OTM/ RFQ	Secretary/ Additional Secretary	GOB	**50,20**	Planned dates		Before 13 Oct 2023	27 Oct. 2023	15 Nov.2023	24 Nov 2023	01 Dec. 2023	9 Dec 2023		24 Dec 2023
								Planned days		0	15	32	41	48	56	56	15
	Seal/Stamp/Visi -ting Card	List Enclosed-4	List Enclosed-4	RFQ	Secretary/ Additional Secretary	GOB	**6,50**	Actual									
2	(a) Computer/ Printer/UPS /other parts Etc. (b)Repairing/ Serving/ Replacement	List Enclosed-2	List Enclosed-2	OTM/ RFQ	Secretary/ Additional Secretary	GOB	**66,00**	Planned dates		Before 13 Oct 2023	27 Oct. 2023	15 Nov.2023	24 Nov 2023	01 Dec. 2023	9 Dec 2023		24 Dec 2023
								Planned days		0	15	32	41	48	56	56	15
							7,50	Actual									
3	Computer Accessories (Toner)	List Enclosed-3	List Enclosed-3	OTM/ RFQ	Secretary/ Additional Secretary	GOB	**55,00**	Planned dates		Before 13 Oct 2023	27 Oct. 2023	15 Nov.2023	24 Nov 2023	01 Dec. 2023	9 Dec 2023		24 Dec 2023
								Planned days		0	15	32	41	48	56	56	15
								Actual									
4	Liveries Puschase	List Enclosed-5	List Enclosed-5	RFQ	Secretary/ Additional Secretary	GOB	**11,13**	Planned dates		Before 10 Nov 2023	17 Nov 2023	22 Nov 2023	25 Nov 2023	30 Nov 2023	6 Dec 2023		21 Dec 2023
								Planned days		0	7	5	3	5	6	26	15
								Actual									
5	Furniture Puschase	List Enclosed-6	List Enclosed-6	OTM/ RFQ	Secretary/ Additional Secretary	GOB	**33,00**	Planned dates		Before 13 Oct 2023	27 Oct. 2023	15 Nov.2023	24 Nov 2023	01 Dec. 2023	9 Dec 2023		24 Dec 2023
								Planned days		0	15	32	41	48	56	56	15
								Actual									
6	Furniture Repairing	Subject to Submit req.	as per Govt. Rule	RFQ	Secretary/ Additional Secretary	GOB	**6,00**	Planned dates		Before 10 Nov 2023	17 Nov 2023	22 Nov 2023	25 Nov 2023	30 Nov 2023	6 Dec 2023		21 Dec 2023
								Planned dates		0	7	5	3	5	6	26	15
								Actual									
7	Telephone/ Intercom Replacement	List Enclosed-7	List Enclosed-7	OTM/ RFQ	Secretary/ Additional Secretary	GOB	**15,50**	Planned dates		Before 13 Oct 2023	27 Oct. 2023	15 Nov.2023	24 Nov 2023	01 Dec. 2023	9 Dec 2023		24 Dec 2023
								Planned dates		0	15	32	41	48	56	56	15
								Actual									

29.9.2023

8	Information and Communication Technology	List Enclosed-8	List Enclosed-8	OTM/ RFQ	Secretary/ Additional Secretary	GOB	**15,00**	Planned dates	Before 13 Oct 2023	27 Oct. 2023	15 Nov.2023	24 Nov 2023	1 Dec. 2023	9 Dec 2023		24 Dec 2023	Before 13 Oct 2023
								Planned dates	0	15	32	41	48	56	56	15	0
								Actual									
9	Office Instrument	List Enclosed-9	List Enclosed-9	OTM/ RFQ	Secretary/ Additional Secretary	GOB	20,25	Planned dates	Before 13 Oct 2023	27 Oct. 2023	15 Nov.2023	24 Nov 2023	01 Dec. 2023	9 Dec 2023		24 Dec 2023	Before 13 Oct 2023
								Planned dates	0	15	32	41	48	56	56	15	0
								Actual									
10	Instrument & others equipment	Subject to Submit req.	as per Govt. Rule	OTM/ RFQ	Secretary/ Additional Secretary	GOB	**16,00**	Planned dates		Before 13 Oct 2023	27 Oct. 2023	15 Nov.2023	24 Nov 2023	01 Dec. 2023	9 Dec 2023		24 Dec 2023
								Planned dates		0	15	32	41	48	56	56	**15**
								Actual									
11	Books and Journals	Subject to Submit req.	as per Govt. Rule	DPM	Additional Secretary/ Joint Secretary	GOB	**15,00**	Planned dates		---------	----------	----------	----------	----------	----------	----------	--------
								Planned dates									
								Actual									
12	Publicity & Advertisement	Subject to Submit req.	as per Govt. Rule	DPM	Additional Secretary/ Joint Secretary	GOB	**18,50**	------	-----	----------	----------	----------	----	---------	----------	--------	
13	Transport Fuel (petrol/fuel)	Subject to Submit to Bill	as per Govt. Rule	Direct Contract (PPR-76g)	Additional Secretary/ Joint Secretary	GOB	**1,10,00**	------	-----	----------	----------	----------	----	---------	----------	--------	--------
14	Transport Fuel(CNG)	Subject to Submit the Bill	as per Govt. Rule	Direct Contract (PPR-76g)	Additional Secretary/ Joint Secretary	GOB	**25,00**	------	-----	----------	----------	----------	----	---------	----------	--------	--------

17.07.2023

Deuty Secretary (Admn.-7)

খন্দকার জাকির হোসেন
উপসচিব
বাণিজ্য মন্ত্রণালয়
বাংলাদেশ সচিবালয়, ঢাকা

Joint Secretary (Admn-2)

Tanvir Ahmed
Joint Secretary
Ministry of Commerce
Govt. of the People's Republic of Bangladesh

Additional Secretary (Admin)

মালেকা খায়রুন্নেছা
অতিরিক্ত সচিব
বাণিজ্য মন্ত্রণালয়
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

Senior Secretary

Tapan Kanti Ghosh
Senior Secretary
Ministry of Commerce
Govt. of the People's Republic of Bangladesh