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Annual Procurement Plan for 2026-2027 Appendix-c

Ministry/Division	Ministry of Commerce (MOC)	Project/Programme Cost (In Tk Thousand)
Agency	(MOC)	9,81,50
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/ Frame Work agreement	Secretary/ Additional Secretary	GOB	**60,00**	Planned dates									
								Planned days									
	Seal/Stamp/Visi-ting Card	List Enclosed-4	List Enclosed-4	RFQ	Secretary/ Additional Secretary	GOB	**4,00**	Actual	A framework agreement has been signed for 3 years, effective untill June,2028								
2.	(a) Computer/ Printer/UPS /other parts Etc. (b)Repairing/ Serving/ Replacement	List Enclosed-2	List Enclosed-2	OTM/ RFQ	Secretary/ Additional Secretary	GOB	**50,00** **10,00**	Planned dates		Before 13 Oct 2026	27 Oct. 2026	15 Nov.2026	24 Nov 2026	01 Dec. 2026	9 Dec 2026		24 Dec 2026
								Planned days		0	15	32	41	48	56	56	15
								Actual									
3.	Computer Accessories (Toner)	List Enclosed-3	List Enclosed-3	OTM/ Frame Work agreement	Secretary/ Additional Secretary	GOB	**65,00**	Planned dates									
								Planned days									
								Actual	A framework agreement has been signed for 3 years, effective until June,2028								
4.	Liveries Puschase	List Enclosed-5	List Enclosed-5	RFQ	Secretary/ Additional Secretary	GOB	**6,00**	Planned dates		Before 10 Nov 2026	17 Nov 2026	22 Nov 2026	25 Nov 2026	30 Nov 2026	6 Dec2026		21 Dec 2026
								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	**30,00**	Planned dates		Before 13 Oct 2026	27 Oct. 2026	15 Nov.2026	24 Nov 2026	01 Dec. 2026	9 Dec2026		24 Dec 2026
								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	**3,00**	Planned dates		Before 10 Nov 2026	17 Nov 2026	22 Nov 2026	25 Nov 2026	30 Nov 2026	6 Dec2026		21 Dec 2026
								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	**3,00**	Planned dates		Before 13 Oct 2025	27 Oct. 2025	15 Nov.2025	24 Nov 2025	01 Dec. 2025	9 Dec 2025		24 Dec 2025
								Planned dates		0	15	32	41	48	56	56	15
								Actual									
8.	Information and Communication Technology	List Enclosed-8	List Enclosed-8	OTM/ RFQ	Secretary/ Additional Secretary	GOB	**1,10,00**	Planned dates		Before 13 Oct 2026	27 Oct. 2026	15 Nov.2026	24 Nov 26	1 Dec. 2026	24 Dec 2026		24 Dec 2026
								Planned dates		0	15	32	41	48	56	56	15
								Actual									
9.	Office Instrument	List Enclosed-9	List Enclosed-9	OTM/ RFQ	Secretary/ Additional Secretary	GOB	30,00	Planned dates	Before 13 Oct 26	27 Oct. 2026	15Nov2026	24 Nov 2026	1Dec.2026	9 Dec 2026		24 Dec 2026	24 Dec 2026
								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	20,00	Planned dates		Before 13 Oct26	27 Oct. 26	15 Nov.2026	24 Nov 2026	01 Dec. 2026	9 Dec 2026		24 Dec 2026
								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	12,00	Planned dates		---------	----------	----------	----------	----------	----------	----------	---------
								Planned dates									
								Actual									
12.	Computer software	List Enclosed-10 (Lot-1,2,3)	List Enclosed-10 (Lot-1,2,3)	OTM/ RFQ	Secretary/ Additional Secretary	GoB	1,50,00	Planned dates		Before 13 Oct 2026	27 Oct. 2026	15 Nov.2026	24 Nov 26	1 Dec. 2026	24 Dec 2026		24 Dec 2026
								Actual		0	15	32	41	48	56	56	15
13.	Database	List Enclosed-11	List Enclosed-11	OTM/ RFQ	Secretary/ Additional Secretary	GoB	50,00	Planned dates		Before 13 Oct 2026	27 Oct. 2026	15 Nov.2026	24 Nov 26	1 Dec. 2026	24 Dec 2026		24 Dec 2026
								Actual		0	15	32	41	48	56	56	15
14.	Publicity & Advertisement	Subject to Submit the Bill	as per Govt. Rule	Direct Contract (PPR-76g)	Additional Secretary/ Joint Secretary	GOB	**30,00**	------	-----	----------	----------	----------	----	---------	----------	--------	
15.	Transport	List Enclosed-12	List Enclosed-12	OTM/ RFQ	Secretary/ Additional Secretary	GoB	2,20,00	Planned dates		Before 13 Oct 2026	27 Oct. 2026	15 Nov.2026	24 Nov 26	1 Dec. 2026	24 Dec 2026		24 Dec 2026
								Actual		0	15	32	41	48	56	56	15
16.	Transport Fuel (petrol/fuel)	Subject to Submit the Bill	as per Govt. Rule	Direct Contract (PPR-76g)	Additional Secretary/ Joint Secretary	GOB	**1,20,00**	------	-----	----------	----------	----------	----	---------	----------	--------	--------
17.	Transport Fuel(CNG)	Subject to Submit the Bill	as per Govt. Rule	Direct Contract (PPR-76g)	Additional Secretary/ Joint Secretary	GOB	**1,00**	------	-----	----------	----------	----------	----	---------	----------	--------	--------
18.	Cleaning and washing	Subject to Submit the Bill	as per Govt. Rule	Direct Contract (PPR-76g)	Additional Secretary/ Joint Secretary	GOB	**7,50**	------	-----	----------	----------	----------	----	---------	----------	--------	--------

Senior Asst. Secretary (Admn.-7)
নাজমুল হক
সিনিয়র সহকারী সচিব
বাণিজ্য মন্ত্রণালয়
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

Joint Secretary (Admn-2)
মুহাম্মদ রেহান উদ্দিন
যুগ্মসচিব (প্রশাসন-১)

Joint Secretary (Head of Admin Wing)
তানভীর আহমেদ
যুগ্মসচিব
প্রশাসন অনুবিভাগ
বাণিজ্য মন্ত্রণালয়

Secretary
Md. Ataur Rahman Khan ndc
Secretary
Ministry of Commerce
Govt. of the People's Republic of Bangladesh