

Ministry of Foreign Affairs
ICT Wing
ICT and Security Section
Annual Procurement Plan for FY 2025-26

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		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
01.	Computer software	NOS	As per requisition	OTM/ RFQ/ LTM	According to Delegation of Financial and Administrative Powers	GOB		Planned Dates for OTM		01 September 2025	15 September 2025	29 September 2025	06 October 2025	14 October 2025	27 October 2025	--	21 Days
								Planned Days for OTM		--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	
								Actual Dates for OTM		--	--	--	--	--	--	--	
								Planned Dates for LTM		03 November 2025	17 November 2025	27 November 2025	08 December 2025	15 December 2025	29 December 2025	--	21 Days
								Planned Days for LTM		--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	
								Actual Dates for LTM		--	--	--	--	--	--	--	
								Planned Dates for LTM		01 January 2026	15 January 2026	29 January 2026	05 February 2026	12 February 2026	26 February 2026	--	21 Days



Assistant Secretary (ICT)

Md. Zahid Hasan
Assistant Secretary
Ministry of Foreign Affairs
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Computer Operation Supervisor (ICT)

Abdullah Al-Matin
Computer Operation Supervisor
Ministry of Foreign Affairs
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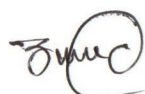


Director-General (ICT)

Mohammed Nore-Alam
Director General
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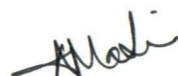
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1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
								Planned Days for LTM		--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	
								Actual Dates for LTM		--	--	--	--	--	--	--	
								Planned Dates for RFQ		01 September 2025	08 September 2025	11 September 2025	15 September 2025	21 September 2025	28 September 2025	--	
								Planned Days for RFQ		--	07 Days	05 Days	02 Days	06 Days	05 Days	25 Days	07 Days
								Actual Dates for RFQ		--	--	--	--	--	--	--	
02.	Computer and Accessories	NOS	As per requisition	OTM/ RFQ/ LTM	According to Delegation of Financial and Administrative Powers	GOB		Planned Dates for OTM		01 September 2025	15 September 2025	29 September 2025	06 October 2025	14 October 2025	27 October 2025	--	21 Days
								Planned Days for OTM		--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	



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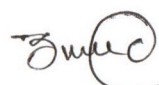


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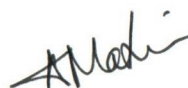
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1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
										--	--	--	--	--	--	--	
										03 November 2025	17 November 2025	01 December 2025	08 December 2025	15 December 2025	29 December 2025	--	
										--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	
										--	--	--	--	--	--	--	
										01 September 2025	15 September 2025	29 September 2025	06 October 2025	14 October 2025	27 October 2025	--	
										--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	21 Days
										--	--	--	--	--	--	--	



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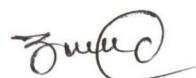


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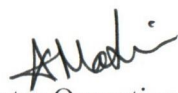
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1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
								Planned Dates for LTM		03 November 2025	17 November 2025	01 December 2025	08 December 2025	15 December 2025	29 December 2025	--	21 days
								Planned Days for LTM	--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days		
								Actual Dates for LTM	--	--	--	--	--	--	--		
								Planned Dates for LTM		01 January 2026	15 January 2026	29 January 2026	05 February 2026	12 February 2026	26 February 2026	--	21 days
								Planned Days for LTM	--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days		
								Actual Dates for LTM	--	--	--	--	--	--	--		
								Planned Dates for LTM		02 February 2026	16 February 2026	26 February 2026	05 March 2026	12 March 2026	26 March 2026	--	21 days
								Planned Days for LTM	--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days		
								Actual Dates for LTM	--	--	--	--	--	--	--		



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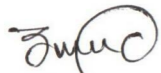


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1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
								Planned Dates for RFQ		01 September 2025	08 September 2025	15 September 2025	17 September 2025	22 September 2025	25 September 2025	--	07 Days
								Planned Days for RFQ	--	07 Days	05 Days	02 Days	06 Days	05 Days	25 Days		
								Actual Dates for RFQ	--	--	--	--	--	--	--		
								Planned Dates for RFQ		03 November 2025	10 November 2025	13 November 2025	17 November 2025	24 November 2025	27 November 2025	--	07 Days
								Planned Days for RFQ	--	07 Days	05 Days	02 Days	06 Days	05 Days	25 Days		
								Actual Dates for RFQ	--	--	--	--	--	--	--		
								Planned Dates for RFQ		02 February 2026	09 February 2026	12 February 2026	16 February 2026	23 February 2026	26 February 2026	--	07 Days


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1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18								
								Planned Days for RFQ	--	--	07 Days	05 Days	02 Days	06 Days	05 Days	25 Days									
								Actual Dates for RFQ	--	--	--	--	--	--	--	--									
03.	Telecommunication Accessories	NOS	As per requisition	OTM/ RFQ/ LTM	According to Delegation of Financial and Administrative Powers	GOB		Planned Dates for RFQ		01 September 2025	08 September 2025	11 September 2025	15 September 2025	22 September 2025	25 September 2025	--	07 Days								
								Planned Days for RFQ	--	--	07 Days	05 Days	02 Days	06 Days	05 Days	25 Days									
								Actual Dates for RFQ	--	--	--	--	--	--	--										
																Planned Dates for RFQ		01 December 2025	08 December 2025	11 December 2025	15 December 2025	21 December 2025	25 December 2025	--	07 Days
								Planned Days for RFQ	--	--	07 Days	05 Days	02 Days	06 Days	05 Days	25 Days									
								Actual Dates for RFQ	--	--	--	--	--	--	--										
																Planned Dates for RFQ		01 January	08 January 2026	12 January	16 January 2026	22 January	26 January 2026	--	07 Days


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1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
										2026		2026	26	2026			
								Planned Days for RFQ	--	07 Days	05 Days	02 Days	06 Days	05 Days	25 Days		
								Actual Dates for RFQ	--	--	--	--	--	--	--		
								Planned Dates for LTM	03 November 2025	17 November 2025	26 November 2025	08 December 2025	15 December 2025	29 December 2025	--		
								Planned Days for LTM	--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	21 Days	
								Actual Dates for LTM	--	--	--	--	--	--	--		
								Planned Dates for LTM	01 January 2026	15 January 2026	29 January 2026	05 February 2026	12 February 2026	26 February 2026	--		
								Planned Days for LTM	--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	21 Days	
								Actual Dates for LTM	--	--	--	--	--	--	--		


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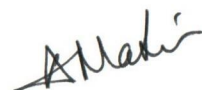

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1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
04.	Security items	NOS	As per requisition	OTM/ RFQ/ LTM	According to Delegation of Financial and Administrative Powers	GOB		Planned Dates for RFQ		01 September 2025	08 September 2025	11 September 2025	15 September 2025	22 September 2025	25 September 2025	--	07 Days
								Planned Days for RFQ		--	07 Days	05 Days	02 Days	06 Days	05 Days	25 Days	
								Actual Dates for RFQ		--	--	--	--	--	--	--	
								Planned Dates for RFQ		03 November 2025	10 November 2025	13 November 2025	17 November 2025	20 November 2025	27 November 2025	--	07 Days
Planned Days for RFQ		--	07 Days	05 Days	02 Days	06 Days	05 Days	25 Days									
Actual Dates for RFQ		--	--	--	--	--	--	--									
								Planned Dates for LTM		01 September 2025	15 September 2025	29 September 2025	06 October 2025	14 October 2025	27 October 2025	--	21 Days
								Planned Days for LTM		--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	


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1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
								Actual Dates for LTM		--	--	--	--	--	--	--	
05.	Computer and Accessories (Printing & Others)	NOS	As per requisition	OTM/ RFQ/ LTM	According to Delegation of Financial and Administrative Powers	GOB		Planned Dates for OTM		01 September 2025	15 September 2025	29 September 2025	06 October 2025	14 October 2025	27 October 2025	--	
								Planned Days for OTM		--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	
								Actual Dates for OTM		--	--	--	--	--	--	--	
								Planned Dates for OTM		01 December 2025	15 December 2025	29 December 2025	06 January 2026	13 January 2026	27 January 2026	--	
								Planned Days for OTM		--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	
								Actual Dates for OTM		--	--	--	--	--	--	--	
								Planned Dates for RFQ		01 September 2025	08 September 2025	11 September 2025	15 September 2025	22 September 2025	25 September 2025	--	07 Days


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1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
								Planned Days for RFQ		--	07 Days	05 Days	02 Days	06 Days	05 Days	25 Days		
								Actual Dates for RFQ		--	--	--	--	--	--	--		
								Planned Dates for RFQ		03 November 2025	10 November 2025	13 November 2025	17 November 2025	20 November 2025	27 November 2025	--	07 Days	
								Planned Days for RFQ		--	07 Days	05 Days	02 Days	06 Days	05 Days	25 Days		
								Actual Dates for RFQ		--	--	--	--	--	--	--		
								Planned Dates for RFQ		01 January 2026	08 January 2026	13 January 2026	15 January 2026	21 January 2026	26 January 2026	--	07 Days	
								Planned Days for RFQ		--	07 Days	05 Days	02 Days	06 Days	05 Days	25 Days		
								Actual Dates for RFQ		--	--	--	--	--	--	--		
								Planned Dates for RFQ		02 March 2026	09 March 2026	12 March	16 March 2026	23 March 2026	26 March 2026	--	07 Days	


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1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
										6		2026	6				
								Planned Days for RFQ		--	07 Days	05 Days	02 Days	06 Days	05 Days	25 Days	
								Actual Dates for RFQ		--	--	--	--	--	--	--	
								Planned Dates for LTM		01 September 2025	15 September 2025	29 September 2025	06 October 2025	14 October 2025	27 October 2025	--	
								Planned Days for LTM		--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	21 Days
								Actual Dates for LTM		--	--	--	--	--	--	--	
								Planned Dates for LTM		03 November 2025	17 November 2025	01 December 2025	04 December 2025	15 December 2025	29 December 2025	--	
								Planned Days for LTM		--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	21 Days
								Actual Dates for LTM		--	--	--	--	--	--	--	
								Planned Dates		01 January	15 January	29 January	05 February	12 February	26 February	--	21 Days


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1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
								for LTM		2026	2026	2026	2026	2026	2026		
								Planned Days for LTM		--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	
								Actual Dates for LTM		--	--	--	--	--	--	--	
								Planned Dates for LTM		02 March 2026	16 March 2026	02 April 2026	06 April 2026	13 April 2026	27 April 2026	--	
								Planned Days for LTM		--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	21 Days
								Actual Dates for LTM		--	--	--	--	--	--	--	
06.	Computer and Accessories (Maintenance & Preserve)	NOS	As per requisition	OTM/ RFQ/ LTM	According to Delegation of Financial and Administrative Powers	GOB		Planned Dates for LTM		03 November 2025	17 November 2025	01 December 2025	05 December 2025	15 December 2025	29 December 2025	--	
								Planned Days for LTM		--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	21 Days
								Actual Dates for LTM		--	--	--	--	--	--	--	



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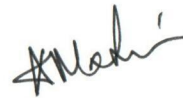
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1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
								Planned Dates for RFQ		03 November 2025	10 November 2025	13 November 2025	18 November 2025	24 November 2025	17 November 2025	--	07 Days
								Planned Days for RFQ	--	07 Days	04 Days	04 Days	06 Days	04 Days	25 Days		
								Actual Dates for RFQ	--	--	--	--	--	--	--		
								Planned Dates for RFQ		02 March 2026	09 March 2026	12 March 2026	17 March 2026	23 March 2026	26 March 2026	--	07 Days
								Planned Days for RFQ	--	07 Days	04 Days	04 Days	06 Days	04 Days	25 Days		
								Actual Dates for RFQ	--	--	--	--	--	--	--		



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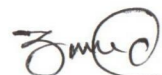


Director-General (ICT)

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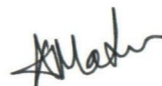
Ministry of Foreign Affairs
ICT Wing
ICT and Security Section
Annual Procurement Plan for FY 2025-26

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		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
07.	Database	NOS	As per requisition	OTM/ RFQ/ LTM	According to Delegation of Financial and Administrative Powers	GOB		Planned Dates for LTM		01 September 2025	15 September 2025	29 September 2025	06 October 2025	14 October 2025	27 October 2025	--	21 Days
								Planned Days for LTM		--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	
								Actual Dates for LTM		--	--	--	--	--	--	--	
08.	ICT equipment	NOS	As per requisition	OTM/ RFQ/ LTM	According to Delegation of Financial and Administrative Powers	GOB		Planned Dates for OTM		01 September 2025	15 September 2025	29 September 2025	06 October 2025	14 October 2025	27 October 2025	--	21 Days
								Planned Days for OTM		--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days	
								Actual Dates for OTM		--	--	--	--	--	--	--	



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Abdullah Al-Matin
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Dhaka

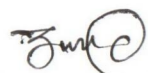


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1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
								Planned Dates for LTM		01 October 2025	15 October 2025	29 October 2025	06 November 2025	13 November 2025	27 November 2025	--	21 Days
								Planned Days for LTM	--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days		
								Actual Dates for LTM	--	--	--	--	--	--	--		
								Planned Dates for LTM		01 December 2025	15 December 2025	29 December 2025	06 January 2026	13 January 2026	27 January 2026	--	21 Days
								Planned Days for LTM	--	14 Days	14 Days	07 Days	07 Days	14 Days	56 Days		
								Actual Dates for LTM	--	--	--	--	--	--	--		



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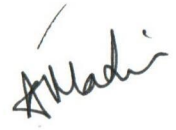
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1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
								Planned Dates for RFQ		02 September 2025	09 September 2025	15 September 2025	17 September 2025	23 September 2025	28 September 2025	--	07 Days
								Planned Days for RFQ	--	07 Days	04 Days	04 Days	06 Days	04 Days	25 Days		
								Actual Dates for RFQ	--	--	--	--	--	--	--		
								Planned Dates for RFQ		01 January 2026	08 January 2026	13 January 2026	16 January 2025	23 January 2025	28 January 2025	--	07 Days
								Planned Days for RFQ	--	07 Days	04 Days	04 Days	06 Days	04 Days	25 Days		
								Actual Dates for RFQ	--	--	--	--	--	--	--		


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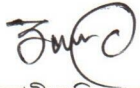

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গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
আইসিটি অনুবিভাগ
পররাষ্ট্র মন্ত্রণালয়
ঢাকা

বিষয়ঃ আইসিটি অনুবিভাগের ২০২৫-২৬ অর্থ বছরের জন্য মালামাল ক্রয়ের তালিকা

নং	বিবরণ	পরিমাণ
০১	ডেস্কটপ কম্পিউটার	৪০
০২	মনিটর	৪০
০৩	ল্যাপটপ	২৫
০৪	প্রিন্টার	১০০
০৫	স্ক্যানার	৫০
০৬	কিবোর্ড	২০০
০৭	মাউস	২০০
০৮	মাউসপেড	২০০
০৯	হার্ডডিস্ক	২৫
১০	এসএসডি কার্ড	৩৫
১১	ইউএসবি হাব	৫০
১২	এইচডিএমআই ক্যাবল	৫০
১৩	ইউপিএস	৩০
১৪	কম্পিউটার সফটওয়্যার	২৫০
১৫	উইন্ডোস	১০০
১৬	এন্টিভাইরাস	১৫০
১৭	হেডফোন	৬০
১৮	ওয়েবক্যাম	৩০
১৯	পেনড্রাইভ	২০০
২০	ইন্টারনেট ক্যাবল	২০ বক্স
২১	টেলিফোন ক্যাবল	৩০ কয়েল
২২	জুম লাইসেন্স	৪
২৩	পলিকম লাইসেন্স	২
২৪	ইন্টারনেট সুইচ	৩০
২৫	ফাইবার ক্যাবল	২০ কয়েল
২৬	ওয়াইফাই রাউটার	৬০
২৭	ইন্টারনেট এক্সেসরিজ	৫০
২৮	টেলিফোন সেট	১৫০
২৯	বিভিন্ন মডেলের প্রিন্টার টোনার	২০০০
৩০	ফ্যাক্স টোনার	২০
৩১	স্পীকার	১০০
৩২	প্রসেসর	৩০
৩৩	মাদার বোর্ড	২০
৩৪	পাওয়ার সাপ্লাই	৪০
৩৫	কানেক্টর	১০০ বক্স
৩৬	র‍্যাম	৩০
৩৭	ব্ল্যাংক সিডি/ডিভিডি	১০০
৩৮	ফ্যাক্স রোল	৫০
৩৯	অ্যাডাপ্টর	৩০
৪০	টেলিফোন কানেকশন বক্স	৩০০
৪১	কলার আইডি	২০
৪২	পিও সিস্টেম	১৫

৪৩	লেন কার্ড	২০
৪৪	পকেট রাউটার	১৫
৪৫	আইডি কার্ড রিবন	২৫
৪৬	প্লাস্টিক কার্ড	২০০০
৪৭	আইডি কার্ড প্রিন্টার	০১
৪৮	ইউপিএস ব্যাটারী	৫০
৪৯	মডিউলার বক্স	৫০০
৫০	এক্সটেনশন কার্ড	১০
৫১	আইডি কার্ড ফোল্ডার	৫০০০
৫২	আইডি কার্ড ফিতা	৩০০০
৫৩	আইডি কার্ড ক্লিপ (লগোযুক্ত)	২০০০
৫৪	টেলিফোন সিস্টেম ইউপিএস	২
৫৫	ফায়ারওয়াল	২



সহকারী সচিব (আইসিটি)

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কম্পিউটার অপারেশন সুপারভাইজার
(আইসিটি)

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মহাপরিচালক (আইসিটি)

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