গণপ্রজাতন্ত্রী বাংলাদেশ সরকার মহিলা ও শিশু বিষয়ক মন্ত্রণালয় প্রশাসন-২ শাখা বাংলাদেশ সচিবালয়, ঢাকা www.mowca.gov.bd

সারক নং- ৩২.০০.০০০০.০১৯.০৭.০০১.২৫.০৮

তারিখ : ১৫/০৭/২০২৫ খ্রি.

বিষয়: ২০২৫-২০২৬ অর্থ বছরের রাজস্ব বাজেটের অনুমোদিত ক্রয় পরিকল্পনা ওয়েবসাইটে প্রকাশ।

উপর্যুক্ত বিষয়ে মহিলা ও শিশু বিষয়ক মন্ত্রণালয়ের ২০২৫-২০২৬ অর্থ বছরের রাজস্ব বাজেটের অনুমোদিত ক্রয়-পরিকল্পনা (এপিপি) ওয়েবসাইটে প্রকাশের জন্য নির্দেশক্রমে অনুরোধ করা হলো।

সংযুক্তি : অনুমোদিত ক্রয় পরিকল্পনা (১৮পাতা)।

(দীপক কুমার রায়)

উপসচিব

ফোন: ৫৫১০০১৯৩

admin-2@mowca.gov.bd

সহকারী মেইনটেন্যান্স ইঞ্জিনিয়ার আইসিটি শাখা মহিলা ও শিশু বিষয়ক মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।

অনুলিপি ও সদয় জ্ঞাতার্থে।

১। যুগ্মসচিব (প্রশাসন) মহোদয়ের ব্যক্তিগত কর্মকর্তা, মহিলা ও শিশু বিষয়ক মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।

Annual Procurement Plan for FY 2025-26

LIST 1: Computer, Laptop, Printer, Scanner and Office Equipment Related Supporting materials/installation/Supply

SL NO.	Item description	qu	antity
1	Laptop	,	pieces
2	Desktop	15	pieces
3	Laser Printer	15	pieces
4	Color Printer	1	pieces
5	Scanner	15	pieces
6	Computer Hard Disk		pieces
7	Monitor (LCD/LED)		pieces
8	UPS (650/1000/1200 VA)		pieces

মাঃ ফিরোজ উদ্দিন খলিফা যুগ্যসচিব (প্রশাসন) দীপক কুমার রায় উপসচিব মহিলা ও শিশু বিষয়ক মন্ত্রণালয়

Annual Procurement Plan for FY 2025-26

2. Office Stationery (অফিস ষ্টেশনারী ও অন্যান্য মনিহারী)

SL NO.	Item description	quar	itity
1.	80 Grams Offset Paper (A4), Paper One/ Double A	1000	rim
2.	80 Grams Offset Paper (A6), Paper One/Dabble A	50	rim
3.	2nd Page Note Sheet (100 pages book)	50	books
4.	Clip Folder (A4). Bil/Equivalent	1000	pieces
5.	Transparent Folder (A4)	5000	pieces
6.	Double Clip File	48	pieces
7.	Scissors (8 Inch) Deli/Equivalent	120	pieces
8.	Knife (8 inch) Deli/Equivalent	120	pieces
9.	Correction Pen (8 ml)	120	pieces
10.	Water Glue (50 ml), Duckuy	500	pieces
11.	Glue Stick (15g), Fevi stick	100	
12.	Pen Pot (Best Quality)		pieces
13.	Pilot V-5/V-7/V-10 Pen (Black & Blue)	50	pieces
14.	Uni-ball eye pen	300	pieces
15.	Ocean Gel Link Pen (Black)	100	pieces
16.	Matador Ball Pen (Black)	500	pieces
17.	Matador i-teen Water gel Pen	3000	pieces
18.	Matador Ball Pen (Red)	300	pieces
19.	Stamp Pad (106x67 mm), Artline	300	pieces ·
20.	Steel Scale (12 inch), Dolphin	24	pieces ·
21.	Marker Pen (Yellow, Green, Red)	60	pieces
22.	Post it Note Pad (6.7 x 6.7 cm)	200	pieces
23.	Stapler Machine (Big Size)	50	pieces
24.	Stapler Machine (Small Size)	50	pieces
25.	Stapler Pin (Big size 24/6)	25	pieces
26.	Stapler pin (B10)	300	Boxes
27.	Pin Remover	100	Boxes
28.	Program Stand (A-4 Size)	50	pieces
29.	Punching Machine (One Hole)	24	pieces
30.	Punching Machine (Two Holes)	50 25	pieces
31.	Paperweight (Stone)		pieces
32.	Wood Pencil (2B)	100	pieces ·
33.	Sharpener	300	pieces
	Eraser (non dust)	500	pieces
	James Clip (Plastic Quoted)	500	pieces
	Cotton File Tag (Best Quality)	600	Boxes
	File barrier ribbon (45 meter roll)	200	Bundles
	Khaki Envelope (10x4 inch)	500	pieces
		10000	pieces

দীপক কুমার রায়

ডপসাচব মহিলা ও শিশু বিষয়ক মন্ত্রণালয় গণপ্রজাতন্ত্রী বাংলাদেশ সরকার মোঃ ফিরোজ উদ্দিন প্রশিক্ষা যুগ্যসচিব (প্রশাসন) (অতিরক্ত দায়িত্ব)

39.	Khaki Envelope (A4 Size)	3000	pieces
40.	Khaki Envelope (File Size)	1000	pieces
41.	Transparent Scotch Tape (2.5 inch)	100	pieces
42.	Candle (Big size)	24	pieces
43.	Binder Clip (Size 1 inch), Diamond	100	pieces
44.	Binder Clip (Size 1.5 inch), Diamond	150	pieces
45.	Binder Clip (Size 2 inch), Diamond	150	pieces
46.	File Cover (including Ministry Name)	3000	pieces

দীপক কুমার রায়
উপসচিব
মহিলা ও শিশু বিষয়ক মন্ত্রণালয়
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

মোঃ ফিরোক্ত উদ্দিন খলিফা যুগাসচিব (প্রশাসন) (অতিরিক্ত দায়িত্)

Annual Procurement plan for FY 2025-26

List-3: Other sundry Items (অন্যান্য মনিহারি)

SL NO.	Item description	quantity			
l.	Air Freshener, 300 ml (Fay)	600	pieces		
2.	Aerosol, 475 ml (ACI)	600	pieces		
3.	Car Perfume (Caltina)	150	pieces		
4.	Car Shampoo, Best Quality	150	pieces		
5.	Tissue Paper (120x2 Ply), with Ministry Name	1800	Box		
6.	Toilet Paper (Bashundhara)	1800	rolls		
7.	Duster Cloth (32x18 inch)	600	pieces		
8.	Pencil Battery (AA size)	1200	pieces		
9.	Remote Battery (AAA size)	300	pieces		
10.	Liquid soap 200 ml (with Spray)	800	pieces		
11.	Wheel Soap (130 Grams)	600	pieces		
12.	Lux Soap (75 Grams)	600	pieces		
13.	Vimbar (100 Grams), Unilever	600	pieces		
14.	Harpic (750 ml), Unilever/Equivalent	25	pieces		
15.	Savlon, 112 ml, ACE/Equivalent	100	pieces		
16.	Savlon, 1000 ml, ACI/Equivalent	10	pieces		
17.	Odonil Air freshener 50gm, with hanger	100	pieces		
18.	Hand Sanitizer 200ml, Square	10	pieces		
19.	Hand Sanitizer 50ml, Square	50	pieces		
20.	Rubber Hand Gloves (100 pcs/box)	5	Box		
21.	Polyethylene Hand Gloves (100 pcs/Bag)	5	pieces		
22.	Disinfectant Spray, 300ml, Square	5	pieces		
23.	Hexisol, 250 ml, ACI/Equivalent	30	pieces		
24.	Face Mask (Sepnil)	20	Box		
25.	Glass Cleaner, 350 ml, (Mr. Brasso)	25	pieces		
26.	Paper Basket, RFL/Equivalent	24	pieces		
27.	Plastic bucket (10 liters), RFL	24	pieces		
28.	Plastic mug, RFL/Equivalent	12	pieces		
29.	Plastic Badna/Lota, RFL/Equivalent	12	pieces		
30.	Towel (30x60"), Yellow Bird	60	pieces		
31.	Towel (25x50"), Yellow Bird	60	pieces		
32.	Wall Clock (Twister) 12 inch	24	pieces		
33.	Electric Wireless Calling bell, Sage	24	pieces		
34.	Calculator (12 digit), Mega/Casio	24	pieces		
35.	Umbrella (Large Size)	24	pieces		

দীপক কুমার রায় উপসচিব মহিলা ও শিশু বিষয়ক মন্ত্রণালয় গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

মোঃ ফিরোজ উদ্দিন খলিফা যুগ্যসচিব (প্রশাসন) (অতিরিক্ত দায়িত্ব)

Annual Procurement Plan for FY 2025-26

LIST 4: Computer Equipment (কম্পিউটার সামগ্রী)

SL NO.	Item description	quantity		
1	Printer Toner (Comm. 200)			
2	Printer Toner (Canon 308)	10	pieces	
3	Printer Toner (HP 26A)	45	pieces	
	Printer Toner (HP 76A)	45	pieces	
4	Printer Toner (HP 151A)	45	pieces	
5	Colour Printer Toner (HP 131A, 4 Pics Set)	2	set	
6	Colour Printer Toner (HP 201A, 4 Pics Set)	2	set	
7	Colour Printer Toner (HP 203A, 4 Pics Set)	2	set	
8	Colour Printer Toner (HP 204A, 4 Pics Set)	2	set	
9	Colour Printer Toner (HP 215A, 4 Pics Set)	2	set	
10	Photocopier Toner (Toshiba T-5018P)	4	pieces	
11	Photocopier Toner (Toshiba T-5018U)	3	pieces	
12	Photocopier Toner (Toshiba T-2507C)	3		
13.	Photocopier Toner (Canon NPG-51)	3	pieces	
14	Photocopier Toner (Canon NPG-28)	3	pieces	
15	Multi Plug (3 pin, Five way, with 15 Meter Cable)		pieces	
16	Pen drive (32GB)	50	pieces	
17	Key Board	100	pieces	
18	Mouse	50	pieces	
19	Cordless Mouse	50	pieces	
20	Mouse Pad	10	pieces	
20	Monse Lan	50	pieces	

দীপক কুমার রায় উপসচিব মহিলা ও শিশু বিষয়ক মন্ত্রণালয় গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

মোঃ ফিরোজ উদ্দিন খলিফা যুগ্যসচিব (প্রণাসন) (অতিরিক্ত দায়িত্ব)

Annual Procurement Plan for FY 2025-26

LIST 5: ICT Equipment

SL NO.	Item description	qua	quantity			
1	Router	12	pieces			
2	SSD (240 GB)	5	pieces			
3	SSD (120 GB)	5	pieces			
4	Connector	2	pieces			
5	Cable (cat 6)	2	pieces			
6	Headphone (Double port)	4	pieces			
7	Headphone (Single port)	3	pieces			
8	Webcam	3	pieces			

মুক্তির ক্রমার রায় ভুপসচিব মহিলা ও শিশু বিষয়ক মন্ত্রণালয় গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

মোঃ ফিরোজ উদ্দিন খলিফা যুগ্মসচিব (প্রশাসন) (অতিরিক্ত দায়িত্ব)

Admin-2 Section

Annual Procurement plan for FY 2025-2026

, Р	1	Pac k age No
Computers & accessories (किम्भष्टीत ७ आनुमरामिक)	2	Description of procuremen t Goods
Nos	ω	unit
List.i Enclosed	4	Quantity
OTM RFQ/ Direct	ហ	Procure ment Method & Type
subject to the authority delegated in the Financial power of this Ministry Secretary/lo int Secretary/lo int Secretary/lo Deputy Secretary/Secretary/Secretary/Secretary/Secretary/Secretary/Secretary/Secretary/Secretary	6	Contract Approving Authority
GOB	7	Source of Funds
25.00	8	Estd Cost in Tt (Lakh)
Planned Dates of OTM Planned Days for OTM Actual Dates for OTM Planned Dates for OTM Planned Dates of RRQ Planned Days of RRG Planned	9	Time code for process
- 1	10	Not used in Goods
01 Sept	11	Adveritise Tender
14 Days	12	Tender Opening
22 sept 07 days	13	Tender Evaluation
28 sept	14	Approval of Award
05 Days	15	Notification of Award
28 Days	16	Singing of contract
60 Days	17	Total Time of Of Contract singnature
15 Days	18	Time for complwtion of contract

Deputy Secretary Admin -2 Section

Joint Secretary Admin Branch

Additional Secetary
Admin Wing

...........

Ministry of Women & Children Affairs

Admin-2 Section

Annual Procurement plan for FY 2025-2026

							۰,	Fac k age No
	8	1		টেশনারী/অন্যান্য মনিহারী	(অফিস	Stationery	Office	Description of procuremen t Goods
						į	Nos o	unit
		Enclosed	1 164 11			Offset paper	4	Quantity
w w	,1				2000	RFQ/	OTM	Procure ment Method & Type
secretary	Deputy Secretary/S	Secretary/Jo int	this Ministry Secretary/A	the Financial	delegated in	the	Subject to	Contract Approving Authority
	2.2			D	:1	C	EOB \	Source of Funds
	*	13.00				1.00	300	Estd Cost in Tt (Lakh)
Actual Dates for OTM	Planned Days of OTM	Planned Dates of OTM	Dates for RFQ	Days for RFQ	Planned	Dates of	Planned	Time code for process
		z					10	Not used in Goods
		01 Sept				Shw or	10 11	Adveritis e Tender
	14 Days	15 sept		ro unjo	10 days	6nw oz	78 4	Tender Opening
	07 Days	22 sept		on buyo	05 Dave	ndas co	13	Tender Evaluation
	05 Days	28 sept		ou buya	OS Dave	ndas en	14	Approval of Award
	05 Days	05 oct		oo Days	OS Dave	TO Sept	15	Notification of Award
	28 Days						16	Singing of contract
	60 Days		-			C	17	Total Time of Contract singnature
	365 Days	1.		IO Days	100	1	18	Time for complwtion of contract

Deputy Secretary Admin -2 Section

Joint Secretary Admin Branch

Additional Secetary
Admin Wing

Ministry of Women & Children Affairs

Admin-2 Section

Annual Procurement plan for FY 2025-2026

					ŗ	—	Pac k age No
		2 1		(ব্ৰহাৰ সাম্প্ৰা)	items	2	Description of procurement Goods
					Nos	ω	unit
			As per Requirement		List-III Enclosed	4	Quantity
ā					RFQ/ Direct	ر د	Procure ment Method & Type
secretary	Deputy Secretary/S	Secretary/Jo int	this Ministry Secretary/A	delegated in the Financial	Subject to the authority	6	Contract Approving Authority
	gr.		*		GOB	7	Source of Funds
		2.00	2		15.00	8	Estd Cost in Tt (Lakh)
Actual Dates for RFQ	Planned Days of RFQ	Planned Dates of RFQ	Actual Dates for OTM	Planned Days for OTM	Planned Dates of OTM	9	Time code for process
						10	Not used in Goods
		01 Dec		1	01 sept	11	Adveritis e Tender
	10 Days	10 Dec		10 days	15 sept	12	Tender Opening
	05 Days	15 Dec		07 Days	22 sept	13	Tender Evaluation
=	05 Days	22 Dec		05 Days	28 Sept	14	Approval of Award
-	05 Days	26 Dec	91 25	05 Days	05 oct	15	Notification of Award
				28 Days	4	16	Singing of contract
	_			60 Days	ı.	17	Total Time of Contract singnature
	10 Days			365 Days	1	18	Time for complwtion of contract

Deputy Secretary Admin -2 Section

Joint Secretary Admin Branch

Additional Secetary
Admin Wing

Ministry of Women & Children Affairs

Admin-2 Section

Annual Procurement plan for FY 2025-2026

					4	1	No	Pac k
				Equnipment	Computer	2	Goods	Description of procurement
1					Nos	ω		unit
	Enclosed	Tict IV	HP 115A 18 Pics	HP 26A HP 76A		4	2	Quantity
	2			Direct	RFQ/	U	1 1	Procure ment Method
Secretary/S r. Assistant secretary	Secretary/Jo int Secretary Deputy	this Ministry Secretary/A dditional	Financial power of	authority delegated in	the		D.	Contract Approving Authority
		8	¥			COR .	1	Source of Funds
	18.00				2.00		8	Estd Cost in Tt (Lakh)
OTM Actual Dates for OTM	OTM Planned Days of	RFQ Planned	RFQ Actual	Planned Days for	Dates of	Planned	ဖ	Time code for process
					17		10	Not used in Goods
		01 Sept				18 Aug	11	Adveritis e Tender
	14 Days	15 Sept		10 days		28 Aug	12	Tender Opening
	07 Days	22 Sept		05 Days		03 sept	13	Tender Evaluation
	05 Days	28 Sept		US Days	OF Davis	09 Sept	14	Approval of Award
4	05 Days	05 oct		0	05 Davs	15 sept	15	Notification of Award
	28 Days					i i	16	Singing of contract
	60 Days					1	17	Total Time of Contract singnature
	365 Days	,			10 Days		18	Time for complwtion of contract

Deputy Secretary Admin -2 Section

> Joint Secretary Admin Branch

> > Additional Secetary
> > Admin Wing

Ministry of Women & Children Affairs

Admin-2 Section

Annual Procurement plan for FY 2025-2026

k age	1	ណ					
Description of procurement Goods	2	Crockery	((अस्ताप्रक्रान्छ)			P ng	
s mit	ω	Nos					
Quantity	4	As per	медшешс				
Procure ment Method & Type	5	OTM RFQ/ Direct	2)				
Contract Approving Authority	6	Subject to the authority	the Financial	this Ministry Secretary/A	Secretary/Jo	Secretary Deputy Secretary/S	secretary
Source of Funds	7	GOB				-	
Estd Cost in Tt (Lakh)	8	2.00					
Time code for process	9	Planned Dates of RFQ	Planned Days for RFQ	Actual Dates for RFQ	Planned Dates of	Planned Days of	Actual Dates for OTM
Not used in Goods	10						
Adveritis e Tender	11	01 Dec	2				
Tender Opening	12	10 Dec	10 Days				
Tender Evaluation	13	15 Dec	05 Days				
Approval of Award	14	22 Dec	05 Days	1 2 2			ž
Notification of Award	15	26 Dec	05 Days				æ
Singing of contract	16						
Total Time of Contract singnature	17					-	
Time for complwtion of contract	18	, r	10 Days		2		

Deputy Secretary Admin -2 Section

Joint Secretary
Admin Branch

Ministry of Women & Children Affairs

Admin-2 Section

Annual Procurement plan for FY 2025-2026

						6	1	Pac k age No
		(খাস্বাব্দান)	Sofa set etc.	cupboard,	Table, chair,	Furniture	2	Description of procurement Goods
All Andrews and An						Nos	ω	unit
	медшети	As per		· · · · · · · · · · · · · · · · · · ·	As per Requirement		4	Quantity
	,				Direct	OTM RFQ/	5	Procure ment Method & Type
secretary	Deputy Secretary/S	Secretary/Jo int	this Ministry Secretary/A	the Financial	authority delegated in	Subject to the	6	Contract Approving Authority
						GOB	7	Source of Funds
		5.00				3.00	8	Estd Cost in Tt (Lakh)
Actual Dates for OTM	Planned Days of OTM	Planned Dates of OTM	Dates for RFQ	Days for RFQ	RFQ	Planned Dates of	9	Time code for process
						=3.	10	Not used in Goods
		01 Dec				18 Aug	11	Adveritis e Tender
	10 Days	10 Dec			10 Days	28 Aug	12	Tender Opening
4	05 Days	15 Dec			05 Days	03 Sept	13	Tender Evaluation
	05 Days	22 Dec			05 Days	07 Sept	14	Approval of Award
	05 Days	28 Dec	2		05 Days	15 Sept	15	Notification of Award
						¥	16	Singing of contract
2						•	17	Total Time of Contract singnature
	10 Days	,			10 Days	•	18	Time for complwtion of contract

Deputy Secretary Admin -2 Section

Joint Secretary Admin Branch

Ministry of Women & Children Affairs

Admin-2 Section

Annual Procurement plan for FY 2025-2026

			7.	1	k age No
*	সর ভা মাদি)	and equipment জেন্যান্য ক্ষ্মপাণ্ডি ও	Other Machinery	2	Description of procurement Goods
		3 8 8 3	Nos	ω	unic
		(APS PRO)	TV & Camera	4	Quantity
			OTM RFQ/ Direct	51	ment Method & Type
Secretary Deputy Secretary/S r. Assistant secretary	this Ministry Secretary/A dditional Secretary/Jo int	delegated in the Financial power of	Subject to the authority	6	Approving Authority
	2 and 2	8	СОВ	7	of Funds
			3.00	8	in Tt (Lakh)
Planned Days of RFQ Actual Dates for RFQ RFQ	Dates for RFQ Planned Dates of RFO	Planned Days for RFQ Actual	Planned Dates of RFQ	9	code for process
				10	used in Goods
			18 Aug	11	e Tender
		10 Days	28 Aug	12	1 ender Opening
		05 Days	03 Sept	13	i ender Evaluation
		05 Days	07 Sept	14	Approval of Award
		05 Days	15 Sept	15	Notification of Award
	,			16	Singing of contract
				17	Total Time of Contract singnature
		10 Days		18	Time for complwtion of contract

Deputy Secretary Admin -2 Section

Joint Secretary Admin Branch

Additional Secetary
Admin Wing

Ministry of Women & Children Affairs

Admin-2 Section

Annual Procurement plan for FY 2025-2026

age No	1	,80																	
procurement Goods	2	Computer	Software and	other	Fauinment	Edmbmend	Antivirus dor	Desktop	computer &	Laptop)	(কম্পিউটার	সফটওয়ার)				*			e
II.	ω	Nos						1								5			
Quantity	4	5 20,5 2	120 Pics	Antivirus for	Desktop	Computer &	Laptop)												
ment Method & Type	55	OTM RFQ/	Direct	0						:2	5					and the second		6	
Approving Authority	6	Subject to the	authority	delegated in	the	Financial	power of	Secretary/A	dditional	Secretary/Jo	Secretary	Deputy Secretary/S	r. Assistant	secretary					
of Funds	7	GOB			100				e.										
in Tt (Lakh)	8	1.00								300									
code for process	9	Planned Dates of	RFQ	Planned	Days for	RFQ	Actual	Dates for	Planned	Dates of	Planned	Days of	Actual	Dates for	RFQ				
used in Goods	10											-							
e Tender	11	01Dec														-			
Opening	12	10 Dec		10 Days														-	
Evaluation	13	15 Dec		05 Days												a ·			
of Award	14	22 Dec		05 Days						29						æ	-		3
of Award	15	28 Dec		05 Days								4							
contract	16											20				8		***************************************	1 · ·
of Contract singnature	17		2,	•			Table Same and	E 20		70		A		V					
of contract	18	-		10 Days												2			1

Deputy Secretary Admin -2 Section

Joint Secretary Admin Branch

Additional Secetary
Admin Wing

Ministry of Women & Children Affairs

Admin-2 Section

Annual Procurement plan for FY 2025-2026

9. In Con Ne E	age No
Co. II	
Information and Communiction Equipment Networks (তথ্য ও লোগবেল প্রযুক্তি সরঞ্জামানি)	procurement Goods
Nos	
List. V Enclosed	Quantity
OTM RFQ; Direct	Procure ment Method & Type
Subject to the authority delegated in the Financial power of this Ministry/Secretary/lo ditional Secretary/lo Secretary/lo Secretary/Sec	Contract Approving Authority
GOB	Source of Funds
5, 00 &	Estd Cost in Tt (Lakh)
Planned Dates of RFQ Planned Days for RFQ Actual Dates for RFQ Planned Dates for RFQ Planned Dates for RFQ Planned Dates of RFQ Planned Dates of RFQ Planned Dates of RFQ Planned Dates of RFQ Planned Days of RFQ Actual Dates for	Time code for process
10	Not used in Goods
11 18 Aug	Adveritis e Tender
12 28 Aug 10 Days	Tender Opening
03 Sept 05 Days	Tender Evaluation
14 09 Sept 05 Days	Approval of Award
15 Sept 15 Days	Notification of Award
16	Singing of contract
17	Total Time of Contract singnature
	Time for complwtion of contract

Deputy Secretary Admin -2 Section

Joint Secretary Admin Branch

Additional Secetary
Admin Wing

Ministry of Women & Children Affairs

Admin-2 Section

Annual Procurement plan for FY 2025-2026

ck age No	1	10.								
procurement Goods	2	Tele-	communication	(Telephone &	intercom set,	etc ঠেলিযোগাযোগ	সরঞ্জামাদি)			
	ω	Nos			ř		6			(A)
Quantity	4		Telephone	Set						
ment Method & Type	S	OTM	Direct							
Approving Authority	6	Subject to	authority	the	power of	this Ministry Secretary/A	dditional Secretary/Jo	Secretary	Secretary/S	r. Assistant secretary
of Funds	7	GOB				8	2			
in Tt (Lakh)	8	3	1.00			8	72			
Time code for process	9	Planned	RFQ		Planned	Days for	i d	Actual	Dates for RFQ	
Not used in Goods	10									
Adveritis e Tender	11	18 Aug	2							
Tender Opening	12	28 Aug			10 Days					
Tender Evaluation	13	03 Sept			05 Days				72-	
Approval of Award	14	09 Sept			05 Days					12
Notification of Award	15	15 Sept	8		05 Days		20 13			
Singing of contract	16									
Total Time of Contract singnature	17									2
Time for complwtion of contract	18	1			10 Dave	10000				

Deputy Secretary Admin -2 Section

Joint Secretary Admin Branch

Additional Secetary
Admin Wing

Ministry of Women & Children Affairs

Admin-2 Section

Annual Procurement plan for FY 2025-2026

									11.	age No
	è			বীধাষ্ঠ	Note pad,DO Pad etc.) (भूषण ७	Visiting Card	Eid card,	Binding	Printing &	procurement Goods
				2					Nos	u
		**************************************	Ý.	3			print	Annual Report	4	
				2 7		2 3		RFQ/ Direct	O S	ment Method & Type
		•	Deputy Secretary/S r. Assistant secretary	Secretary/Jo int Secretary	this Ministry Secretary/A dditional	power of	delegated in the	the authority	Subject to	Approving Authority
				=				Č	7	of Funds
			,					3.00	8	in Tt (Lakh)
Actual Dates for RFQ	Planned Days for RFQ	Planned Days for RFQ	Actual Dates for RFQ		Days for RFQ	Planned		Dates of RFQ	9	code for process
		-							10	used in Goods
								02 Dec	11	Adveritis e Tender
					14 Days	14 Dave		15 Dec	12	Tender Opening
	4				o/ Days	077		15 Dec	13	Tender Evaluation
		,		3	05 Days		6. 16 16 16 16 16 16 16 16 16 16 16 16 16	22 Dec	14	Approval of Award
	= ,				05 Days			28 Dec	15	Notification of Award
					28 Days			.	16	Singing of contract
			- 38	e e	60 Days		12	- !	17	Total Time of Contract singnature
					15 Days			. 10	10	Time for complwtion of contract

Deputy Secretary Admin -2 Section

Joint Sedretary Admin Branch

Ministry of Women & Children Affairs

Admin-2 Section

Annual Procurement plan for FY 2025-2026

			1			12.	1	Pa ck age No
-	•					Book and Journals	2	Description of procurement Goods
				7 2. 3		Nos	ω	unit
	1					As per	4	Quantity
4		9 = ,			e 111	OTM RFQ/	G	Procur ement Metho d & Type
		secretary	Secretary Deputy Secretary/S r. Assistant	power of this Ministry Secretary/A dditional Secretary/Jo int	delegated in the Financial	Subject to the authority	6	Contract Approving Authority
	8	-				GOB	7	Source of Funds
			. 0	v	25	9.00	8	Estd Cost in Tt (Lakh)
Actual Dates for RFQ	Planned Days for RFQ	Planned Days for RFQ	Actual Dates for RFQ	Planned Days for RFQ		Planned Dates of RFO	9	Time code for process
				- Ta			10	Not used in Goods
				ź		01 Dec	11	Adveritis e Tender
				10 Days		10 Dec	12	Tender Opening
	2		- 1	05 Days	11 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	15 Dec	13	Tender Evaluation
-	P			05 Days		22 Dec	14	of Award
1				05 Days		Z8 Dec	15	of Award
						1	16	of contract
			<i>y</i>			a ·	17	Contract singnature
	* 1			10 Days		1	18	complwtion of contract

Deputy Secretary Admin -2 Section

Joint Secretary Admin Branch