Revised

People's Republic of Bangladesh
Ministry of Water Resources
Admin-3 Branch

Annual Procurement Plan for FY 2021-2022

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	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
1.	Computer and Office Equipment Related Supporting materials/Installation/ Supply, Maintenance	NOS	List – I Enclosed	**OTM/ RFQ/ Direct**	Subject to the authority delegated in the Delegation of Financial Power of this Division- Additional Secretary/ Joint Secretary/ Deputy Secretary/ Senior Assistant Secretary/ Assistant Secretary..	GOB	25.00	Planned Dates for OTM		16 Aug' 2021	29 Aug' 2021	31 Aug' 2021	08 Sep' 2021	12 Sep' 2021	10 Oct' 2021	--	28 Days
								Planned Days for OTM		--	14 Days	07 Days	07 Days	04 Days	28 Days	60 Days	
								Actual Dates for OTM		--	--	--	--	--	--	--	
								Planned Dates for RFQ		04 Jan' 2022	15 Jan' 2022	16 Janu' 2022	18 Jan' 2022	22 Jan' 2022	--		20 Days
								Planned Days for RFQ		--	10 Days	00 Days	06 Days	04 Days	--	20 Days	
								Actual Dates for RFQ		--	--	--	--	--	--	--	

22/3/2022
(আ স ম সুজা)
সহকারী সচিব
পানি সম্পদ মন্ত্রণালয়

(মো: আজাদুর রহমান মল্লিক) 22/3/2022
যুগ্মসচিব (প্রশাসন)
পানি সম্পদ মন্ত্রণালয়

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
2.	Computer, software and other Office Equipment (Antivirus for Server & Office Computer)	NOS	List – I Enclosed			GOB	5.00	Planned Dates for OTM		14 Sep' 2021	27 Sep' 2021	03 Oct' 2021	09 Oct' 2021	12 Oct' 2021	08 Nov' 2021	--	28 Days
								Planned Days for OTM		--	14 Days	07 Days	06 Days	04 Days	28 Days	59 Days	
								Actual Dates for OTM		--	--	--	--	--	--	--	
								Planned Dates for RFQ		02 Feb' 2022	09 Feb' 2022	09 Feb' 2022	14 Feb' 2022	16 Feb' 2022	--		19 Days
								Planned Days for RFQ		--	10 Days	00 Days	06 Days	03 Days	--	19 Days	
								Actual Dates for RFQ		--	--	--	--	--	--	--	

22/2/2022

(আ স ম সুজা)
সহকারী সচিব
পানি সম্পদ মন্ত্রণালয়

22/2/2022

(মো: আব্দুর রহমান মল্লিক)
যুগ্মসচিব (প্রশাসন)
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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
3.	Stationary & Miscellaneous Goods	NOS	List –II Enclosed	**OTM/ RFQ/ Direct *1**	Do	GOB	22.00	Planned Dates for OTM		16 Aug' 2021	29 Aug' 2021	31 Aug' 2021	08 Sep' 2021	12 Sep' 2021	10 Oct' 2021	--	28 Days
								Planned Days for OTM		--	14 Days	07 Days	07 Days	04 Days	28 Days	60 Days	
								Actual Dates for OTM		--	--	--	--	--	--	--	
								Planned Dates for RFQ		04 Jan 2022	15 Jan 2022	16 Jan 2022	18 Jan 2022	22 Jan 2022	--	--	22 Days
								Planned Days for RFQ		--	10 Days	00 Days	07 Days	05 Days	--	22 Days	
								Actual Dates for RFQ		--	--	--	--	--	--	--	

২২/৩/২০২২
(আ স ম সুজা)
সহকারী সচিব
পানি সম্পদ মন্ত্রণালয়

22/03/2022
(মো: আজাদুর রহমান মল্লিক)
যুগ্মসচিব (প্রশাসন)
পানি সম্পদ মন্ত্রণালয়

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
4.	Furniture	NOS	List-III Enclosed	**OTM/ RFQ/ Direct**	Do	GOB	20.00	Planned Dates for OTM		14 Sep. 2021	27 Sep. 2021	03 Sep. 2021	09 Sep. 2021	12 Sep. 2021	08 Oct. 2021	--	28 Days
								Planned Days for OTM		--	14 Days	07 Days	07 Days	05 Days	28 Days	61 Days	
								Actual Dates for OTM		--	--	--	--	--	--	--	
								Planned Dates for RFQ		02 Nov. 2021	08 Nov. 2021	08 Nov. 2021	14 Nov. 2021	18 Nov. 2021	--	--	20 Days
								Planned Days for RFQ		--	10 Days	00 Days	06 Days	04 Days	--	20 Days	
								Actual Dates for RFQ		--	--	--	--	--	--	--	
								Planned Days for RFQ		04 Apr' 2021	13 Apr' 2021	13 Apr' 2021	18 Apr' 2021	22 Apr' 2021	--	--	21 Days
								Actual Dates for RFQ		--	10 Days	00 Days	06 Days	05 Days	--	21 Days	
								Planned Days for RFQ		--	--	--	--	--		--	

২২/৩/২০২২
(আ স ম সুজা)
সহকারী সচিব
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২৩/৩/2022
(মো: আজাদুর রহমান মল্লিক)
যুগ্মসচিব (প্রশাসন)
পানি সম্পদ মন্ত্রণালয়

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
5.	Furniture Repair/ Maintenance	NOS	As per requirement	**Direct Method**	Do	GOB	2.00	Planned Dates for RFQ									
								Planned Days for RFQ									
								Actual Dates for RFQ									

22/3/2022
(আ স ম সুজা)
সহকারী সচিব
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22/3/2022
(মো: আজিজুর রহমান মল্লিক)
যুগ্মসচিব (প্রশাসন)
পানি সম্পদ মন্ত্রণালয়

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
6	Others Equipment Related Supporting materials/ Installation/ Supply & Maintenance	NOS	List-iv Enclosed	**OTM/ RFQ/ Direct**	Do	GOB	5.00	Planned Days for RFQ		02 Dec 2021	12 Dec 2021	12 Dec 2021	19 Dec 2021	21 Dec 2021	--	--	
								Actual Dates for RFQ		--	10 Days	00 Days	07 Days	06 Days	--	23 Days	
								Planned Days for RFQ		--	--	--	--	--		--	

২৫/১২/২০২১
(আ স ম সুজা)
সহকারী সচিব
পানি সম্পদ মন্ত্রণালয়

২৫/১২/২০২১
(মো: আজহারুর রহমান মল্লিক)
যুগ্মসচিব (প্রশাসন)
পানি সম্পদ মন্ত্রণালয়

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
7.	Liveries	NOS	As per privilege	**RFQ/ Direct**	Subject to the authority delegated in the Delegation of Financial Power of this Division - Deputy Secretary/ Senior Assistant Secretary	GOB	4.00	Planned Dates for RFQ		06 Dec 2021	15 Dec 2021	15 Dec r 2021	20 Dec 2021	24 Dec 2021	--	--	21 Days
								Planned Days for RFQ		--	10 Days	00 Days	06 Days	05 Days	--	21 Days	
								Actual Dates for RFQ		--	--	--	--	--	--	--	

24/3/2022

(আ স ম সুজা)
সহকারী সচিব
পানি সম্পদ মন্ত্রণালয়

23/03/2022

(মো: আজাদুর রহমান মল্লিক)
যুগ্মসচিব (প্রশাসন)
পানি সম্পদ মন্ত্রণালয়

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
8.	Washing	NOS	As per requirement	Direct purchase	Senior Assistant Secretary	GOB	0.80										
09.	Transport Fuel (Petrol/Octane/CNG) *2	LTR/CFT	List-V Enclosed	Direct purchase.	AS per authority delegated-Joint Secretary/ Deputy Secretary	GOB	17.00										
10.	Books and Journals	NOS	As per requirement	Direct purchase	As per authority delegated - Joint Secretary/ Deputy Secretary / Senior Assistant Secretary	GOB	6.00										
11.	Postage	NOS	As per requirement	Direct purchase	Senior Assistant Secretary	GOB	0.70										
12.	Advertisement	NOS	As per requirement	Direct purchase	Joint Secretary	GOB	5.00										

২২/৩/২০২২
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(মো: আজাদুর রহমান মল্লিক)
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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
13.	Maintenance of Vehicle*3	NOS	As per requirement	Direct purchase	Cabinet Secretary/ Additional Secretary/ Joint Secretary/ Deputy Secretary/ Senior Assistant Secretary	GOB	6.00										
14.	Miscellaneous Goods of Vehicle	NOS	As per requirement	RFQ/ Direct	Cabinet Secretary/ Additional Secretary/ Joint Secretary/ Deputy Secretary/ Senior Assistant Secretary	GOB	-										

২৫/৩/২২

(আ স ম সুজা)
সহকারী সচিব
পানি সম্পদ মন্ত্রণালয়

২৭/০৩/2022

(মো: আজহারুর রহমান মল্লিক)
যুগ্মসচিব (প্রশাসন)
পানি সম্পদ মন্ত্রণালয়

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
15.	Téléphone/Fax/Internet/ Mobile Phone Service	NOS	As per requirement	RFQ/ Direct	As per authority delegated - Additional Secretary / Joint Secretary/ Deputy Secretary / Senior Assistant Secretary	GOB	9.00	Planned Dates for RFQ		08 Sep 2021	17 Sep 2021	17 Sep 2021	22 Sep 2021	26 Sep' 2018	--		
								Planned Days for RFQ			10 Days	00 Days	06 Days	04 Days		21 Days	
								Actual Dates for RFQ		--	--	--	--	--	--	--	
								Planned Days for RFQ			10 Days	00 Days	06 Days	05 Days		21 Days	
								Actual Dates for RFQ		--	--	--	--	--	--	--	

২২/৩/২০২২
(আ স ম সুজা)
সহকারী সচিব
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২২/০৩/২০২২
(মো: আজাদুর রহমান মল্লিক)
যুগ্মসচিব (প্রশাসন)
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**1 Direct procurement includes procurement from Government Owned Forms and Stationary Office. *2 Petrol/Octane/mobil. break oil cooling water,gear oil etc are procured from Government owned Meghna Petroleum. CNG procured from private owned station. *3 Maintenance of vehicle is usually done from the Government owned Transport Workshop*