

Bangladesh Rubber Board
Annual Procurement Plan 2024-2025

Serial	Description of procured goods & services	Units	Quantity	Procurement method & Type	Contact approving authority	Source of Fund	Estd cost Tk (Lakh)	Time code for process	Advertise Prequali. (if applicable)	Advertise tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of contract	Total time to contract signature	Time completion of contract		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18		
1	Clothing	Nos	List-Enclosed	OTM/RFQ/ Direct	Delegated authority	GoB	1	Planned Dates		03/02/25	12/02/25	12/02/25	19/02/25	26/02/25	26/03/25		28/04/25		
								Planned Days		0	10	0	07	07	28	60	30		
								Actual Date											
2	Computer and related supporting materials/installation/supply and maintenance	Nos	List-Enclosed	OTM/RFQ/ Direct	DO	GoB	5	Planned Dates		01/08/24	15/08/24	30/08/24	06/09/24	13/09/24	11/10/24		10/11/24		
								Planned Days		0	14	14	07	07	28	60			
								Actual Date											
3	Office Equipment	Nos	List-Enclosed	OTM/RFQ/ Direct	DO	GoB	8	Planned Dates		01/08/24	15/08/24	30/08/24	06/09/24	13/09/24	11/10/24		10/11/24		
								Planned Days		0	14	14	07	07	28	60	30		
								Actual Date											
								Planned Dates		03/02/25	12/02/25	12/02/25	19/02/25	26/02/25	26/03/25		28/04/25		
								Planned Days		0	10	0	07	07	28	60	30		
								Actual Date											
4	Furniture	Nos	List-Enclosed	OTM/RFQ/ Direct	DO	GoB	10	Planned Dates		01/10/24	15/10/24	30/10/24	06/11/24	13/11/24	11/12/24		10/01/25		
								Planned Days		0	14	14	07	07	28	90	30		
								Actual Date											
								Planned Dates		03/03/25	17/03/25	31/03/25	07/04/25	14/04/25	12/05/25		11/06/25		
								Planned Days		0	14	14	07	07	28	90	30		
								Actual Date											
5	Electric equipment related Supporting materials/installation/ supply & maintenance	Nos	As Per Requirement	OTM/RFQ/ Direct	DO	GoB	2.25	Planned Dates		01/08/24	15/08/24	30/08/24	06/09/24	13/09/24	11/10/24		10/11/24		
								Planned Days		0	14	14	07	07	28	60	30		
								Actual Date											
6	Entertainment	Persons	As Per Requirement	RFQ/ Direct	DO	GoB	4	When needed	As per requirement										
7	Postage	Nos	As Per Requirement	Direct	DO	GoB	0.50	When needed	As per requirement										
8	Telephone/fax/internets/mobile phones services	3 Bills 12 Months	36	Direct	DO	GoB	1	When needed	As per requirement										
9	Transport Fuel (Petrol/Octane/CNG)	LTR/ CFT	12	Direct	DO	GoB	16	When needed	As per requirement										

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10	Advertisement	Nos	As Per Requirement	OTM/RFQ/ Direct	DO	GoB	15	Planned Dates	05/09/24	19/09/24	03/10/24	10/10/24	17/10/24	14/11/24		15/12/25	
								Planned Days	0	14	14	07	07	28	60	30	
								Actual Date									
								Planned Dates	01/10/24	15/10/24	30/10/24	06/11/24	13/11/24	11/12/24		10/01/25	
								Planned Days	0	14	14	07	07	28	60	30	
								Actual Date									
11	Stationary & Miscellaneous goods	Nos	List- Enclosed	OTM/RFQ/ Direct	DO	GoB	12	Planned Dates	01/10/24	15/10/24	30/10/24	06/11/24	13/11/24	11/12/24		10/01/25	
								Planned Days	0	14	14	07	07	28	60	30	
								Actual Date									
								Planned Dates	03/03/25	17/03/25	31/03/25	07/04/25	14/04/25	12/05/25		11/06/25	
								Planned Days	0	14	14	07	07	28	60	30	
								Actual Date									
12	Computer Accessories	Nos	List- Enclosed	OTM/RFQ/ Direct	DO	GoB	10	Planned Dates	05/09/24	19/09/24	03/10/24	10/10/24	17/10/24	14/11/24		15/12/25	
								Planned Days	0	14	14	07	07	28	60	30	
								Actual Date									
								Planned Dates	01/10/24	15/10/24	30/10/24	06/11/24	13/11/24	11/12/24		10/01/25	
								Planned Days	0	14	14	07	07	28	60	30	
								Actual Date									
13	Books and Journals	Nos	As Per Requirement	OTM/RFQ/ Direct	DO	GoB	1.5	Planned Dates	03/02/25	12/02/25	12/02/25	19/02/25	26/02/25	26/03/25		28/04/25	
								Planned Days	0	10	0	07	07	28	60	30	
								Actual Date									
14	Recruitment of Officers & Staffs	Nos	As Per Requirement	OTM/RFQ/ Direct	DO	GoB	20	Planned Dates	01/08/24	15/08/24	30/08/24	06/09/24	13/09/24	11/10/24		10/11/24	
								Planned Days	0	14	14	07	07	28	60	30	
								Actual Date									
								Planned Dates	05/09/24	19/09/24	03/10/24	10/10/24	17/10/24	14/11/24		15/12/24	
								Planned Days	0	14	14	07	07	28	60	30	
								Actual Date									
1/5	Rent for Office Building	Months	12	Direct	DO	GoB	12	When needed	As per requirement								
16	Repair and maintenance of Vehicles	Nos	As Per Requirement	OTM/RFQ/ Direct	DO	GoB	6.75	When needed	As per requirement								
17	Consultancy	Nos	As Per Requirement	OTM/RFQ/Direct	DO	GoB	25	Planned Dates	01/08/24	15/08/24	30/08/24	06/09/24	13/09/24	11/10/24		10/11/24	
								Planned Days	0	14	14	07	07	28	60	30	
								Actual									

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								Date											
								Planned Dates	05/09/24	19/09/24	03/10/24	10/10/24	17/10/24	14/11/24				15/12/25	
								Planned Days	0	14	14	07	07	28	60			30	
								Actual Date											
								Planned Dates	01/10/24	15/10/24	30/10/24	06/11/24	13/11/24	11/12/24				10/01/25	
								Planned Days	0	14	14	07	07	28	60			30	
								Actual Date											
								Planned Dates	01/10/24	15/10/24	30/10/24	06/11/24	13/11/24	11/12/24				10/01/25	
								Planned Days	0	14	14	07	07	28	60			30	
								Actual Date											
18	Research	Nos	As Per Requirement	OTM/RFQ/Direct	DO	GoB	4	When needed	As per requirement										
19	Integrity	Nos	As Per Requirement	Direct	DO	GoB	1	When needed	As per requirement										
20	Motor vehicle	Nos	As Per Requirement	Direct	DO	GoB	60	Planned Dates	03/02/25	12/02/25	12/02/25	19/02/25	26/02/25	26/03/25				28/04/25	
								Planned Days	0	10	0	07	07	28	60			30	
								Actual Date											
21	Transportation (Contractual)	Nos	As Per Requirement	OTM/RFQ/Direct	DO	GoB	0.5	When needed	As per requirement										
22	Seminar and Conferences	Nos	As Per Requirement	OTM/RFQ/Direct	DO	GoB	16	When needed	As per requirement										
23	Temporary labour wages	Nos	As Per Requirement	OTM/RFQ/Direct	DO	GoB	2	When needed	As per requirement										
24	Registration	Nos	As Per Requirement	OTM/RFQ/Direct	DO	GoB	2	When needed	As per requirement										
25	Training	Nos	As Per Requirement	OTM/RFQ/Direct	DO	GoB	29	When needed	As per requirement										
26	Gas and fuel	Nos	As Per Requirement	OTM/RFQ/Direct	DO	GoB	1	When needed	As per requirement										
27	Printing and Binding	Nos	As Per Requirement	OTM/RFQ/Direct	DO	GoB	6	Planned Dates	01/08/24	15/08/24	30/08/24	06/09/24	13/09/24	11/10/24				10/11/24	
								Planned Days	0	14	14	07	07	28	60			30	
								Actual Date											
								Planned Dates	01/10/24	15/10/24	30/10/24	06/11/24	13/11/24	11/12/24				10/01/25	
								Planned Days	0	14	14	07	07	28	60			30	
								Actual Date											
28	Honorarium	Nos	As Per Requirement	OTM/RFQ/Direct	DO	GoB	5.70	When needed	As per requirement										
29	Programs and Festivals	Nos	As Per Requirement	OTM/RFQ/Direct	DO	GoB	3	When needed	As per requirement										

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	Electricity	Nos	As Per Requirement	OTM/RFQ/Direct	DO	GoB	3	When needed	As per requirement
	Water	Nos	As Per Requirement	OTM/RFQ/Direct	DC	GoB	3	When needed	As per requirement
32	Outsourcing	Nos	As Per Requirement	OTM/RFQ/Direct	DO	GoB	3	When needed	As per requirement
33	Innovation	Nos	As Per Requirement	OTM/RFQ/Direct	DO	GoB	3	When needed	As per requirement
34	Computer Software	Nos	As Per Requirement	OTM/RFQ/Direct	DO	GoB	3	When needed	As per requirement

শতরূপা তালুকদার
উপপরিচালক (প্রশাসন)
বাংলাদেশ রাবার বোর্ড, চট্টগ্রাম
পরিবেশ, বন ও জলবায়ু পরিবর্তন মন্ত্রণালয়

বিন্দী সন্সৌপি চাকমা
(উপসচিব)
সচিব
বাংলাদেশ রাবার বোর্ড, চট্টগ্রাম।
পরিবেশ, বন ও জলবায়ু পরিবর্তন মন্ত্রণালয়

তপন কুমার বিশ্বাস
চেয়ারম্যান (অতিরিক্ত সচিব)
বাংলাদেশ রাবার বোর্ড, চট্টগ্রাম
পরিবেশ, বন ও জলবায়ু পরিবর্তন মন্ত্রণালয়