

বিষয় :- The Public Procurement-2008 এর প্রবিধান অনুসরণপূর্বক ট্রান্সক্রিপশন সার্ভিস, বাংলাদেশ বেতার, আগারগাঁও, ঢাকার ২০২৪-২৫ অর্থ বছরের প্রস্তাবিত বার্ষিক ক্রয় পরিকল্পনা অনুমোদন প্রসঙ্গে।

(d) Ministry : Ministry of Information & Broadcasting  
(e) Head of Procuring Entity : Director

বাবাশ্রী বঙ্গ  
মহাপরিচালক  
বাংলাদেশ বেতার

4.	Code: 3211 128 Publications	Seminar, honorarium, pen, bag/folder, flower notebook, banner, refreshment (1.SDG and Smart Bangladesh 2.My GOV platform 3.Smart Office Management 4. Smart Financial Management)	As Required	DPM	Director	GOB	50,000/-	1 <sup>st</sup> Quarter	3 <sup>rd</sup> month 1 <sup>st</sup> Quarter
								2 <sup>nd</sup> Quarter	2 <sup>nd</sup> month of 2 <sup>nd</sup> Quarter
								3 <sup>rd</sup> Quarter	1 <sup>nd</sup> month 3 <sup>rd</sup> Quarter
								4 <sup>th</sup> Quarter	2 <sup>nd</sup> month of 4 <sup>th</sup> Quarter
5.	Code: 3231 301 Training	1.National Integrity Strategy (NIS) 2.Right to Information Grievance Redress System(GRS)	As Required	As Required	Director	GOB	1,00,000/-	1 <sup>st</sup> Quarter	1 <sup>st</sup> month of 1 <sup>st</sup> Quarter
			As Required	As Required	Director	GOB		2 <sup>nd</sup> Quarter	3 <sup>rd</sup> month of 1 <sup>st</sup> Quarter
			As Required	As Required	Director	GOB		3 <sup>rd</sup> Quarter	1 <sup>st</sup> month of 2 <sup>nd</sup> Quarter
			As Required	As Required	Director	GOB		4 <sup>th</sup> Quarter	1 <sup>st</sup> month of 3 <sup>rd</sup> Quarter
6.	Code: 3252108 Sanitation materials	Purchase of hand sanitizer, soap, Liquid soap, Germ kill Spray, Aerosol, Savlon, health issue related accessories etc.	As Required	As Required	Director	GOB	25,000/-	1 <sup>st</sup> Quarter	2 <sup>nd</sup> month of 1 <sup>st</sup> Quarter
			As Required	As Required	Director	GOB		2 <sup>nd</sup> Quarter	3 <sup>rd</sup> month of 1 <sup>st</sup> Quarter
			As Required	As Required	Director	GOB		3 <sup>rd</sup> Quarter	1 <sup>st</sup> month of 2 <sup>nd</sup> Quarter
			As Required	As Required	Director	GOB		4 <sup>th</sup> Quarter	2 <sup>nd</sup> month of 3 <sup>rd</sup> Quarter
7.	code: 3255 101 Computer	Purchase of mouse, key board, monitor, UPS, Portable Hard Disk Drive, Pen Drive, RAM Web camera, toner, Antivirus, sound box etc.	As Required	As Required	Director	GOB	50,000/-	1 <sup>st</sup> Quarter	2 <sup>nd</sup> month of 1 <sup>st</sup> Quarter
			As Required	As Required	Director	GOB		2 <sup>nd</sup> Quarter	3 <sup>rd</sup> month of 1 <sup>st</sup> Quarter
			As Required	As Required	Director	GOB		3 <sup>rd</sup> Quarter	1 <sup>st</sup> month of 2 <sup>nd</sup> Quarter
			As Required	As Required	Director	GOB		4 <sup>th</sup> Quarter	2 <sup>nd</sup> month of 3 <sup>rd</sup> Quarter

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প্রায়ন ও ব্যয়ন কর্মকর্তা  
দ্রুতগতির গাড়ি দপ্তর  
বাংলাদেশ বেতার, ঢাকা।

পারিবাচক  
দ্বিসন্ধিপাশান সার্ভিস  
বাংলাদেশ বেতার, ঢাকা।

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রবীন্দ্রনাথ ঠাকুর  
মহাপরিচালক  
বাংলাদেশ বেতার



10.	Code: 3256103 Consumable items	Purchase of Paper, Air freshener, pen, Pencil, Eraser, Tissue box, plastic file, file cover, paper weight, games clip, CD marker, highlighter, penholder etc.	As Required	RFQ	Director	GOB	50,000/-	2 <sup>nd</sup> Quarter	19/11/24	25/11/24	03/12/24	03/12/24	09/12/24	12/12/24	22/12/24	33 days
11.	Code: 3256106 Uniforms	Purchase of nameplate, safaris, shirts, Apron, Shoes, socks, umbrella etc. for Employees.	As Required	RFQ	Director	GOB	1,00,000/-	4 <sup>th</sup> Quarter	08/04/25	15/04/25	19/04/25	19/04/25	24/04/25	30/04/25	08/05/25	31 days
12.	Code: 3257301 Ceremonies/Festivals	National Victory day	As Required	As Required	Director	GOB	50,000/-	2 <sup>nd</sup> Quarter								
13.	Code: 3258102 Furniture Maintenance	Repair & maintenance of official tables, chairs, computer tables, steel file cabinets, steel almirahs, wooden admiral, sofa set, lock and key, bookshelf etc.	As Required	RFQ	Director	GOB	1,00,000/-	1 <sup>st</sup> Quarter	07/08/24	14/08/24	28/08/24	28/08/24	03/09/24	05/09/24	12/09/24	37 days
14.	Code: 3258103 Computer Maintenance	Repair and maintenance of different computers and photocopier by components like mother board, sound card, Hard Disk, Ram, Power unit, UPS battery, CD drive etc.	As Required	DPM	Director	GOB	25,000/-	3 <sup>rd</sup> Quarter								
15.	Code: 4112303 Electric Equipment	Purchase of lights, Switch, Ac, Fan, Regulator, Sockets, Cables, Calling bell, battery, kettle etc.	As Required	RFQ	Director	GOB	99,000/-	1 <sup>st</sup> Quarter	07/08/24	14/08/24	28/08/24	28/08/24	03/09/24	05/09/24	12/09/24	37 days
17.	Code: 4112314 Furniture	Purchase of full secretariat table, High back revolving chair, low back chair, visitors chair etc.	As Required	RFQ	Director	GOB	1,00,000/-	2 <sup>nd</sup> Quarter	19/11/24	25/11/24	03/12/24	03/12/24	09/12/24	12/12/24	22/12/24	33 days

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