

**Water Resources Planning Organization (WARPO)**  
**Ministry of Water Resources**  
**ANNUAL PROCUREMENT PLAN FY 2023-2024**

| Package no | Description of Procurement Package Goods   | Unit | Quantity                          | Procurement Method & Type | Contract Approving Authority | Source of Funds | Estd. Cost in lac Tk. | Time Code for Process | Not used in Goods | Invite/ 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                              |
| GD 01      | Books Magazines (3211127)                  | NOS  | As per requirement                | OTM/RFQ /Direct           | HoPE                         | GOB             | 10.00                 | Planned Dates for OTM | -                 | 20 Aug 2023              | 03 Sep 2023    | 10 Sep 2023       | 17 Sep 2023       | 21 Sep 2023           | 19 Oct 2023         |                                  | 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 | -                 | 22 Jan 2024              | 01 Feb 2024    | 01 Feb 2024       | 07 Feb 2024       | 12 Feb 2024           |                     |                                  | 21 Days                         |
|            |                                            |      |                                   |                           |                              |                 |                       | Planned Days for RFQ  | -                 | -                        | 10 Days        | 00                | 06 Days           | 05 Days               | -                   | 21 Days                          |                                 |
|            |                                            |      |                                   |                           |                              |                 |                       | Actual Dates for RFQ  | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                |                                 |
| GD 02      | Other building Installations (3258108)     | NOS  | List Enclosed/ As per requirement | OTM/RFQ/ Direct           | HoPE                         | GOB             | 20.00                 | Planned Dates for OTM | -                 | 06 Aug 2023              | 20 Aug 2023    | 21 Aug 2023       | 27 Aug 2023       | 31 Aug 2023           | 02 Oct 2023         |                                  | 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 |                   | 01 Jan 2024              | 10 Jan 2024    | 10 Jan 2024       | 16 Jan 2024       | 21 Jan 2024           | -                   | -                                | 22 Days                         |
|            |                                            |      |                                   |                           |                              |                 |                       | Planned Days for RFQ  | -                 | -                        | 10 Days        | 00 Day            | 06 Days           | 05 Days               | -                   | 22 Days                          |                                 |
|            |                                            |      |                                   |                           |                              |                 |                       | Actual Dates for RFQ  | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                |                                 |
| GD 03      | Liveries (3256106)                         | NOS  | As per requirement                | OTM/RFQ/ Direct           | HoPE                         | GOB             | 5.00                  | Planned Dates for RFQ | -                 | 27 Aug 2023              | 05 Sep 2023    | 05 Sep 2023       | 11 Sep 2023       | 17 Sep 2023           | -                   | -                                | 22 Days                         |
|            |                                            |      |                                   |                           |                              |                 |                       | Planned Days for RFQ  | -                 | -                        | 10 Days        | 00 Days           | 06 Days           | 06 Days               |                     | 22 Days                          |                                 |
|            |                                            |      |                                   |                           |                              |                 |                       | Actual Dates for RFQ  | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                |                                 |
| GD 04      | Manuhiri (Printing and Manuhiri) (3255105) | NOS  | List Enclosed/ As per requirement | OTM/RFQ/ Direct           | HoPE                         | GOB             | 20.00                 | Planned Dates for OTM | -                 | 28 Aug 2023              | 10 Sep 2023    | 17 Sep 2023       | 24 Sep 2023       | 27 Sep 2023           | 25 Oct 2023         | -                                | 28 days                         |
|            |                                            |      |                                   |                           |                              |                 |                       | Planned Days for OTM  | -                 | -                        | 14 Days        | 07 Days           | 07 Days           | 05 Days               | 28 Days             | 60 Days                          |                                 |
|            |                                            |      |                                   |                           |                              |                 |                       | Actual Dates for OTM  |                   | -                        | -              | -                 | -                 | -                     | -                   | -                                |                                 |
|            |                                            |      |                                   |                           |                              |                 |                       | Planned Dates for RFQ |                   | 11 Jan 2024              | 21 Jan 2024    | 21 Jan 2024       | 28 Jan 2024       | 02 Feb 2024           | -                   |                                  | 22 Days                         |
|            |                                            |      |                                   |                           |                              |                 |                       | Planned Days for RFQ  |                   | -                        | 10 Days        | 00 Days           | 07 Days           | 05 Days               | -                   | 22 Days                          |                                 |

| Package no | Description of Procurement Package Goods                     | Unit | Quantity                          | Procurement Method & Type | Contract Approving Authority | Source of Funds | Estd. Cost in lac Tk. | Time Code for Process | Not used in Goods | Invite/ 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                              |   |   |   |   |         |
| GD 05      | Motor Vehicle (3258101)                                      | NOS  | List Enclosed/ As per requirement | OTM/RFQ/ Direct           | HoPE                         | GOB             | 20.00                 | Planned Dates for OTM | -                 | 21 Sep 2023              | 04 Oct 2023    | 11 Oct 2023       | 18 Oct 2023       | 22 Oct 2023           | 19 Oct 2023         | -                                | 28 Days                         |   |   |   |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Planned Days for OTM  | -                 | -                        | 14 Days        | 07 Days           | 07 Days           | 04 Days               | 28 Days             | 60 Days                          |                                 |   |   |   |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Actual Dates for OTM  | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                | -                               | - | - | - | - | 22 Days |
|            |                                                              |      |                                   |                           |                              |                 |                       | Planned Dates for RFQ | -                 | 11 Jan 2024              | 21 Jan 2024    | 21 Jan 2024       | 28 Jan 2024       | 02 Feb 2024           | -                   | -                                | -                               | - | - | - |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Planned Days for RFQ  | -                 | -                        | 10 Days        | 00 Days           | 07 Days           | 05 Days               | -                   | 22 Days                          | -                               | - | - | - |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Actual Dates for RFQ  | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                | -                               | - | - | - | - |         |
| GD 06      | Office equipment (4112310)                                   | NOS  | List Enclosed/ As per requirement | OTM/RFQ /Direct           | HoPE                         | GOB             | 40.00                 | Planned Dates for OTM | -                 | 17 Aug 2023              | 31 Aug 2023    | 07 Sep 2023       | 14 Sep 2023       | 20 Sep 2023           | 18 Oct 2023         | -                                | 28 Days                         |   |   |   |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Planned Days for OTM  | -                 | -                        | 14 Days        | 07 Days           | 07 Days           | 04 Days               | 28 Days             | 60 Days -                        |                                 |   |   |   |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Actual Dates for OTM  | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                | -                               | - | - | - | - | 21 Days |
|            |                                                              |      |                                   |                           |                              |                 |                       | Planned Dates for RFQ | -                 | 15 Jan 2024              | 25 Jan 2024    | 25 Jan 2024       | 31 Jan 2024       | 05 Feb 2024           | -                   | -                                | -                               | - | - | - |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Planned Days for RFQ  | -                 | -                        | 10 Days        | 00 Days           | 06 Days           | 05 Days               | -                   | 21 Days                          | -                               | - | - | - |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Actual Dates for RFQ  | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                | -                               | - | - | - | - |         |
| GD 07      | Office equipment (3258104)                                   | NOS  | List Enclosed/ As per requirement | OTM/RFQ /Direct           | HoPE                         | GOB             | 20.00                 | Planned Dates for OTM | -                 | 01 Nov 2023              | 14 Nov 2023    | 21 Nov 2023       | 28 Nov 2023       | 02 Dec 2023           | 28 Dec 2023         | -                                | 28 Days                         |   |   |   |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Planned Days for OTM  | -                 | -                        | 14 Days        | 07 Days           | 07 Days           | 04 Days               | 28 Days             | 60 Days                          |                                 |   |   |   |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Actual Dates for OTM  | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                | -                               | - | - | - | - | 21 Days |
|            |                                                              |      |                                   |                           |                              |                 |                       | Planned Dates for RFQ | -                 | 04 Feb 2024              | 14 Feb 2024    | 14 Feb 2024       | 20 Feb 2024       | 25 Feb 2024           | -                   | -                                | -                               | - | - | - |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Planned Days for RFQ  | -                 | -                        | 10 Days        | 00 Days           | 06 Days           | 05 Days               | -                   | 21 Days                          | -                               | - | - | - |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Actual Dates for RFQ  | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                | -                               | - | - | - | - |         |
| GD 08      | Information communication and Technology equipment (4112201) | NOS  | List Enclosed/ As per requirement | OTM/RFQ/ Direct           | HoPE                         | GOB             | 50.00                 | Planned Dates for OTM | -                 | 03 Aug 2023              | 17 Aug 2023    | 24 Aug 2023       | 31 Aug 2023       | 04 Sep 2023           | 02 Oct 2023         | -                                | 28 Days                         |   |   |   |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Planned Days for OTM  | -                 | -                        | 14 Days        | 07 Days           | 07 Days           | 04 Days               | 28 Days             | 60 Days                          |                                 |   |   |   |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Actual Dates for OTM  | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                | -                               | - | - | - | - | 21 Days |
|            |                                                              |      |                                   |                           |                              |                 |                       | Planned Dates for RFQ | -                 | 04 Jan 2024              | 14 Jan 2024    | 14 Jan 2024       | 21 Jan 2024       | 25 Jan 2024           | -                   | -                                | -                               | - | - | - |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Planned Days for RFQ  | -                 | -                        | 10 Days        | 00 Days           | 07 Days           | 04 Days               | -                   | 21 Days                          | -                               | - | - | - |   |         |
|            |                                                              |      |                                   |                           |                              |                 |                       | Actual Dates for RFQ  | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                | -                               | - | - | - | - |         |

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|------------|------------------------------------------|----------|-----------------------------------|---------------------------|------------------------------|-----------------|-----------------------|-----------------------|-------------------|--------------------------|----------------|-------------------|-------------------|-----------------------|---------------------|----------------------------------|---------------------------------|
| 1          | 2                                        | 3        | 4                                 | 5                         | 6                            | 7               | 8                     | 9                     | 10                | 11                       | 12             | 13                | 14                | 15                    | 16                  | 17                               | 18                              |
| GD 09      | Furniture (4112314)                      | NOS      | List Enclosed/ As per requirement | OTM/RFQ/ Direct           | HoPE                         | GOB             | 70.00                 | Planned Dates for OTM | -                 | 08 Aug 2023              | 22 Aug 2023    | 27 Aug 2023       | 29 Aug 2023       | 02 Oct 2023           | 26 Oct 2023         |                                  | 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 | -                 | 12 Feb 2023              | 22 Feb 2023    | 22 Feb 2023       | 28 Feb 2023       | 05 Mar 2023           | -                   | -                                | 21 Days                         |
|            |                                          |          |                                   |                           |                              |                 |                       | Planned Days for RFQ  | -                 | -                        | 10 Days        | 00 Days           | 06 Days           | 05 Days               | -                   | 21 Days                          |                                 |
|            |                                          |          |                                   |                           |                              |                 |                       | Actual Dates for RFQ  | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                |                                 |
| GD 10      | Computer equipment (3255101)             | NOS      | List Enclosed/ As per requirement | OTM/RFQ/ Direct           | HoPE                         | GOB             | 9.00                  | Planned Dates for OTM |                   | 29 Aug 2023              | 11 Sep 2023    | 18 Sep 2023       | 25 Sep 2023       | 01 Oct 2023           | 29 Oct 2023         |                                  | 28 Days                         |
|            |                                          |          |                                   |                           |                              |                 |                       | Planned Days for OTM  |                   |                          | 14 Days        | 07 Days           | 07 Days           | 06 Days               | 28 Days             | 60 Days                          |                                 |
|            |                                          |          |                                   |                           |                              |                 |                       | Actual Dates for OTM  | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                |                                 |
|            |                                          |          |                                   |                           |                              |                 |                       | Planned Dates for RFQ | -                 | 01 Jan 2024              | 10 Jan 2024    | 10 Jan 2024       | 16 Jan 2024       | 21 Jan 2024           |                     |                                  | 21 Days                         |
|            |                                          |          |                                   |                           |                              |                 |                       | Planned Days for RFQ  | -                 | -                        | 10 Days        | 00 Days           | 06 Days           | 05 Days               | -                   | 21 Days                          |                                 |
|            |                                          |          |                                   |                           |                              |                 |                       | Actual Dates for RFQ  | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                |                                 |
| GD 11      | Database (4113302)                       | NOS      | As per requirement                | Direct Method             | HoPE                         | GOB             | 55.00                 | Planned Dates for     | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                |                                 |
| GD 12      | Petrol, Oil and lubricants (3243101)     | LTR/ CFT | 10 Vehicles                       | Direct Method             | HoPE                         | GOB             | 40.00                 | -                     | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                |                                 |
| GD 13      | Seminar (3211111)                        | No's     | As per requirement                | Direct Method             | HoPE                         | GOB             | 50.00                 | -                     | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                |                                 |
| GD 14      | Advertisement (3211025)                  | No's     | As per requirement                | Direct Method             | HoPE                         | GOB             | 10.00                 | -                     | -                 | -                        | -              | -                 | -                 | -                     | -                   | -                                |                                 |

(Md. Mojibur Rahman)  
Accounts Officer, WARPO

(ABM Golam Faruque)  
Deputy Secretary, WARPO

(SM Shahab Uddin Mahmood)  
Secretary WARPO

(Badrul Hassan Liton)  
Director (Planning), WARPO

(Md. Rezaul Maksud Jahedi)  
Director General, WARPO