

ANNUAL PROCUREMENT PLAN &

PROCUREMENT IMPLEMENTATION REPORT: 2022-2023

Budget: REVENUE

Ministry / Division: Prime Minister's Office
 Agency: Prime Minister's Office
 Procuring Entity Name & Code : Director (Transport) Motor Vehicle Repair Code No. 3258101

Package No	Description of Procurement Package	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Est'd Cost in Tk. (Lakh)	Time Code for Process	Not Used in GOODS	Invited 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
GSP-01	Different types of Spare Parts of Vehicle	N/A	As per requirement	LTM	HOPE	GOB	15.00	Planned Dates		14.08.2022	24.08.2022	25.08.2022	30.08.2022	31.08.2022	01.09.2022	18 days	07 days
WR-01	Vehicle repair by enlisted Workshop	N/A	As per requirement	LTM	HOPE	GOB	08.00	Planned Dates		14.08.2022	24.08.2022	25.08.2022	30.08.2022	31.08.2022	01.09.2022	18 days	07 days
GSP-02	Different types of Spare Parts of Vehicle	N/A	As per requirement	LTM	HOPE	GOB	10.00	Planned Dates		08.09.2022	15.09.2022	18.09.2022	21.09.2022	22.09.2022	28.09.2022	19 days	07 days
WR-02	Vehicle repair by enlisted Workshop	N/A	As per requirement	LTM	HOPE	GOB	7.00	Planned Dates		08.09.2022	16.09.2022	18.09.2022	21.09.2022	22.09.2022	28.09.2022	19 days	07 days
GTB-01	Tyre purchase for administrative vehicle	N/A	As per requirement	LTM	HOPE	GOB	23.00	Planned Dates		04.10.2022	12.10.2022	16.10.2022	20.10.2022	23.10.2022	27.10.2022	23 days	15 days
GTB-02	Battery purchase for administrative vehicle	N/A	As per requirement	LTM	HOPE	GOB	12.00	Planned Dates		04.10.2022	12.10.2022	16.10.2022	20.10.2022	23.10.2022	27.10.2022	23 days	15 days
GSP-03	Different types of Spare Parts of Vehicle	N/A	As per requirement	LTM	HOPE	GOB	12.00	Planned Dates		24.10.2022	02.11.2022	06.11.2022	09.11.2022	10.11.2022	15.11.2022	22 days	15 days
WR-03	Vehicle repair by enlisted Workshop	N/A	As per requirement	LTM	HOPE	GOB	14.00	Planned Dates		As per requirement							
WR-04	Vehicle repair by enlisted Workshop	N/A	As per requirement	LTM	HOPE	GOB	12.00	Planned Dates		As per requirement							
GSP-04	Different types of Spare Parts of Vehicle	N/A	As per requirement	LTM	HOPE	GOB	12.00	Planned Dates		05.12.2022	12.12.2022	15.12.2022	20.12.2022	21.12.2022	26.12.2022	22 days	15 days
GSP-05	Different types of Spare Parts of Vehicle	N/A	As per requirement	LTM	HOPE	GOB	12.00	Planned Dates		05.12.2022	12.12.2022	15.12.2022	20.12.2022	21.12.2022	26.12.2022	22 days	15 days
GSP-06	Different types of Spare Parts of Vehicle	N/A	As per requirement	LTM	HOPE	GOB	11.00	Planned Dates		04.01.2023	11.01.2023	15.01.2023	19.01.2023	22.01.2023	25.01.2023	19 days	07 days
WR-05	Vehicle repair by enlisted Workshop	N/A	As per requirement	LTM	HOPE	GOB	15.00	Planned Dates		As per requirement							
GSP-07	Different types of Spare Parts of Vehicle	N/A	As per requirement	DPM	PE	GOB	10.00	Planned Dates		As per requirement							

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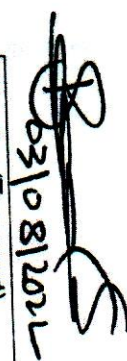


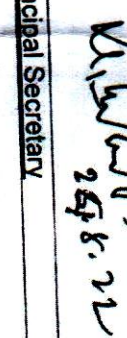
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Package No	Description of Procurement Package	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Est'd Cost in Tk. (Lakh)	Time Code for Process	Not Used in GOODS	Invited/ Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total time to Contract Signature	Time for Completion of Contract
GSP-06	Different types of Spare Parts of Vehicle	N/A	As per requirement	LTM	HOPE	GOB	09.00	Planned Dates		02.02.2023	09.02.2023	13.02.2023	16.02.2023	18.02.2023	23.02.2023	21 days	15 days
GSP-09	Different types of Spare Parts of Vehicle	N/A	As per requirement	LTM	HOPE	GOB	08.00	Planned Dates		02.03.2023	09.03.2023	13.03.2023	16.03.2023	18.03.2023	23.03.2023	21 days	15 days
GSP-10	Different types of Spare Parts of Vehicle	N/A	As per requirement	LTM	HOPE	GOB	10.00	Planned Dates		03.04.2023	10.04.2023	13.04.2023	18.04.2023	18.04.2023	24.04.2023	21 days	07 days
WR-06	VIP Vehicle repair by local scale expert workshop		As per requirement		HOPE	GOB	250.00			As per requirement							
WR-07	Vehicle repair by BRTC Workshop		As per requirement		HOPE	GOB	150.00			As per requirement							
Total							600.00										

LTM : Limited Tendering Method, DPM : Direct Procurement Method

Director (Transport) Director General (Administration) Senior Secretary Principal Secretary

06/10/8/2022 22/1/1/2022 20/1/2022 24/8/22

Annual Procurement Plan
(FY - 2022 - 23)
Budget: Revenue
(Administrative Section)

Ministry/Division: Prime Minister's Office
Procurement Entity Name & Code : Prime Minister's Office (1030102-100017-3255105) [Stationery Items]

Package No	Description of Procurement Package	Unit	Qty.	Procurement Method & Type	Approving Authority	Source of Fund	Est. Cost (Tk in Lakh)	Time Code for Process (Days)	Not used in Goods	Invited/ 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	Office Stationery Items + Others Goods	No.	As required	OTM / RFQ / DPM	HOPE/ Secretary/ DG (Admin) Director (Admin)	GovB	45.00	Planned Date (Days)		17.10.22	07.11.22 (20)	11.11.22 (04)	18.11.22 (07)	24.11.22 (06)	12.12.12 (18)	55 days	60 days
							45.00										

*Government Decision: In this economic code (3255105) total allocation is 0.90 crore, can be spent maximum 50% of total allocation.


 (A K M Moinuzzaman)
 Director (Admin)


 Director General (Admin)


 Sr. Secretary


 Principal Secretary



Annual Procurement Plan of 2022-23

Ministry/Division: **Prime Minister's Office**
 Agency: **Prime Minister's Office Library**

Procuring Entity Name and Code: **Prime Minister's Office, Code (3211127) [Books and Periodicals]**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Package No	Description of Procurement Package Goods	Unit	Quantity	Procurement Method and Type	Contract Approving Authority	Source of Funds	Estimated Cost in Tk. (lakh)	Time Code for Process	Not use in goods	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total Time Contract Signature	Time for Completion of Contract
GD-1	Daily News Paper Purchase	No	1,25,500.00	LTM	Direct	GOB	12.50	Monthly Bill paid + as per requirement									
GD-2	Magazine (Local)	No	700	LTM	Direct	GOB	1.00	Monthly Bill paid + as per requirement									
GD-3	Magazine (International)	No	1600	LTM	Direct	GOB	4.00	Monthly Bill paid + as per requirement									
GD-4	Book and Journal	No	500	LTM	Direct	GOB	1.75	Planned Date (Within Days)									
	Online Magazine (International)	No	03	LTM	Direct	GOB	0.75	Yearly Subscription									
Total							20.00										

Amir M. S. 2022
 (M. Monirul Islam)
 Librarian

[Signature]
 Director (Admin)

[Signature]
 Director General (Admin)

[Signature]
 Senior Secretary

[Signature]
 Principal Secretary

**Annual Procurement Plan
(FY - 2022 - 23)
Budget: Revenue
(ICT Section of PMO)**

Ministry/Division: Prime Minister's Office.

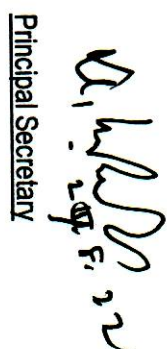
Procurement Entity Name & Code : Prime Minister's Office, (4113301) [Software]

Package No	Description of Procurement Package	Unit	Qty.	Procurement Method & Type	Approving Authority	Source of Fund	Est. Cost (Tk in Lakh)	Time Code for Process	Not used in Goods	Invited/ 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																	
SS-1	Anti-Virus Software: (SOPHOS center for End User) (License Copy for 3 years)	No.	200	LTM	Secy	Gob	10.00	Planned Date (Days)		25.08.21	07.09.21 (14)	12.09.21 (05)	16.09.21 (04)	19.09.21 (03)	05.10.21 (16)	42 days	50 days
SS-2	Application Development (Vehicle Management System) + Annual Maintenance Contract Price	No.	+ As required	LTM	HOPE/Secy	Gob	20.00	As per requirement + Previous Contract		26.09.21 (14)	17.10.21 (05)	21.10.21 (04)	26.10.21 (03)	01.11.21 (16)	21.12.21	55 days	60 days
SS-3	MS-Office Professional (License Copy)	No.	25	LTM	Secy	Gob	5.00	Planned Date (Days)									
SS-4	Others as Required	No.	01	LTM	Dir/DG	Gob	5.00	As per requirement									
Total:							50.00										


(Alamgir Kabir)
System Analyst


Director (Admin)


Director General (Admin)


Principal Secretary

Annual Procurement Plan
(FY - 2022 - 23)
Budget: Revenue
(ICT Section of PMO)


Ministry/Division: Prime Minister's Office
Procurement Entity Name & Code : Prime Minister's Office (1030102-100017-3258103) [Maintenance]

Package No	Description of Procurement Package	Unit	Qty.	Procurement Method & Type	Approving Authority	Source of Fund	Est. Cost (Tk In Lakh)	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
GCAP-1	Computer Accessories purchase	No.	LS (As Required)	LTM/ RFQ	Secy/DG (Admin)	Gob	8.00	As per requirement									
GCR-2	Computer Repairing & Update	No.	LS (As Required)	DPM/ RFQ	DG (Admin)	Gob	1.00	As per requirement									
GPR-3	Printer Repairing	No.	LS (As Required)	DPM/ RFQ	Dir/DG (Admin)	Gob	1.00	As per requirement									
GMM-4	Network Equipment Maintenance	No.	LS (As Required)	DPM/ RFQ	Dir/DG (Admin)	Gob	1.00	As per requirement									
GPFR-5	Office Equipments (Photocopy/Fax/etc Repairing)	No.	LS (As Required)	RFQ	Dir/DG (Admin)	Gob	1.00	As per requirement									
							12.00										


(Alamgir Kabir)
System Analyst


Director (Admin)


Director General (Admin)


Sr. Secretary


Principal Secretary

**Annual Procurement Plan
(FY - 2022 - 23)
Budget: Revenue
(ICT Section of PMO)**

Ministry/Division: Prime Minister's Office

Procurement Entity Name & Code : Prime Minister's Office (1030102-100017-3258101) [Printing: Toner Cartridge]

Package No	Description of Procurement Package	Unit	Qty.	Procurement Method & Type	Approving Authority	Source of Fund	Est. Cost (Tk in Lakh)	Time Code for Process	Not used in Goods	Invited/ 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
GTP-1	Toner Cartridge Purchase For Laser Printer under Framework Contract	No.	LS (As required)	OTM /LTM (under Frame work Contract)	HOPE/Secy/ DG(Admin)	GOB	50.00	Planned Date (Days)		11.12.22	30.12.22 (20)	05.01.23 (06)	12.01.22 (07)	18.01.23 (06)	06.02.23 (18)	57 days	60 days
GTP-2	Toner Cartridge Purchase (Color)	No.	LS (As required)	LTM	HOPE/Secy/ DG(Admin)	GOB	30.00										
GTPP-3	Cartridge Purchase for Photocopy Machine	No.	LS (As required)	LTM/ RFQ	DG(Admin)	Gob	10.00										
							90.00										


(Alamgir Kabir)
System Analyst


Director (Admin)


Director General (Admin)


Sr. Secretary

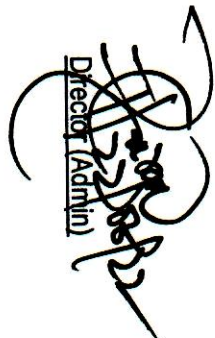

Principal Secretary

Annual Procurement Plan
(FY - 2022 - 23)
Budget: Revenue
(ICT Section of PMO)

Ministry/Division: Prime Minister's Office
 Procurement Entity Name & Code : Prime Minister's Office (1030102-100017-3258105) [Other Equipment Maintenance]

Package No	Description of Procurement Package	Unit	Qty.	Procurement Method & Type	Approving Authority	Source of Fund	Est. Cost (Tk in Lakh)	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
GM-1	VC Maintenance	Equipment No.	LS (As required)	DPM	DG(Admin)	GOB	5.00	As per requirement									
GM-2	LAN Maintenance / Replace + Photocopy Maintenance	Equipment No.	LS (As required)	LTM/DPM	DG(Admin)	GOB	10.00	As per requirement									
							15.00										


 (Alamgir Kabir)
 System Analyst


 Director (Admin)


 Director General (Admin)


 Sr. Secretary

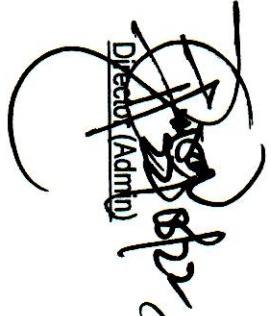

 Principal Secretary

Annual Procurement Plan
(FY - 2022 - 23)
Budget: Revenue
(ICT Section of PMO)

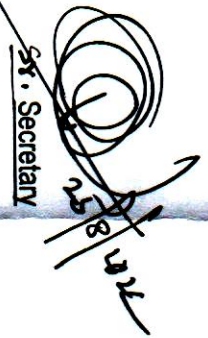
Ministry/Division: Prime Minister's Office
 Procurement Entity Name & Code : Prime Minister's Office (1030102-100017-3211117) [Internet]

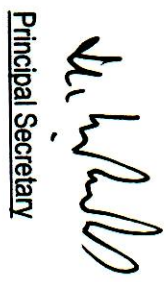
Package No	Description of Procurement Package	Unit	Qty.	Procurement Method & Type	Approving Authority	Source of Fund	Est. Cost (Tk in Lakh)	Time Code for Process	Not used in Goods	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total time to contract Signature	Time for Completion of contract
1	S-Internet (Bandwidth for PMO)	MBPS	100*3 = 103	DPM (BTCL)	Secy/ DG(Admin)	GOB	10.00	Monthly Bill paid as per contract									
2	S-Internet (Alternative Bandwidth for PMO)	MBPS	30 MBPS	Contract	Secy/ DG(Admin)	GOB	20.00	Monthly Bill paid as per contract									
	S-Internet (Broadband)	MBPS	-	Contract	Secy/ DG(Admin)	GOB	5.00	Monthly Bill paid as per contract									
	S-TV cable Network	No	Package	Contract	DG(Admin)/ Dir(A)	GOB	5.00	Monthly Bill paid as per contract									
							40.00										


 (Alamgir Kabir)
 System Analyst


 Director (Admin)


 Director General (Admin)


 Sec. Secretary


 Principal Secretary

**Annual Procurement Plan
(FY - 2022 - 23)
Budget: Revenue
(ICT Section of PMO)**

Ministry/Division: Prime Minister's Office
Procurement Entity Name & Code : Prime Minister's Office (1030102-100017-4112316) [Equipments]

Package No	Description of Procurement Package	Unit	Qty.	Procurement Method & Type	Approving Authority	Source of Fund	Est Cost (Tk in Lakh)	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
Network Switch	Block/Distribution Switch	No.	5x 24 port Gigabit switch 2x 48 port Gigabit switch	LTM	HOPE/Secy/DG (Admin)	GoB	20.00	As per requirement	-	05.12.22	05.01.23 (30)	13.01.23 (08)	20.01.23 (07)	23.01.23 (03)	23.02.23 (30)	78 days	90 days
GTV	TV Purchase	No.	As Required	RFQ DPM (National)	DG (Admin)	GoB	2.00	As per requirement									
GDU	Presentation Equipment/Smart display Unit TV card	No.	As Required (Projector etc)	LTM	DG (Admin)	GoB	5.00	As per requirement									
GR-1	Wi-Fi Router/ APA	No.	20	LTM	DG (Admin)	GoB	3.00	As per requirement									
Gcab-1	Network Connectivity accessories	No.	(As Required)	LTM	Secy/DG (Admin)	GoB	4.75	As per requirement									
GMP	Mobile Phone Set	No.	(As Required)	LTM	Secy/DG (Admin)	GoB	2.25	As per requirement									
GPF	Photocopy/Fax Machine	No.	1x	LTM	Secy/DG (Admin)	GoB	5.00	As per requirement									
G-S-Server	Data Backup Server with License	No.	(As Required)	OTM	Secy/DG (Admin)	GoB	45.00										
G-LEDW	LED Screen Wall for Cabinet Room / Others Meeting Room	No.	2x Set	OTM/LTM	HOPE	GoB	25.00	Planned (Days)		05.12.22	05.01.23 (30)	13.01.23 (08)	20.01.23 (07)	23.01.23 (03)	23.02.23 (30)	78 days	90 days
							120.00										

[Signature]
(Alamgir Kabir)
System Analyst

[Signature]
Director (Admin)

[Signature]
Director General (Admin)

[Signature]
Secretary

[Signature]
Principal Secretary

Annual Procurement Plan
(FY- 2022 - 23)
Budget: Revenue
(ICT Section of PMO)

Ministry/Division: Prime Minister's Office
Procurement Entity Name & Code : Prime Minister's Office (1030102-100017-4112202) [Computer & Related Equipments]

Package No	Description of Procurement Package	Unit	Qty.	Procurement Method & Type	Approving Authority	Source of Fund	Est. Cost (Tk in Laki)	Time Code for Process	Not used in Goods	Invited/ Advetise 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
G-Com-1	Computer (PC)	No.	25	OTM/LTM	HOPE	GoB	20.00	Planned Dated (Days)	-	03.11.22	28.11.22 (28)	05.12.22 (08)	12.12.22 (07)	15.12.22 (03)	15.01.23 (30)	75 days	80 days
	Laser Printer (Duplex) Color	No.	20	LTM/RFQ	HOPE/Secy	GoB	9.00	Planned Dated (Days)	-								
	Laptop Computer	No.	8	OTM/LTM	HOPE/Secy	GoB	10.00	Planned Dated (Days)	-	03.11.22	28.11.22 (28)	05.12.22 (08)	12.12.22 (07)	15.12.22 (03)	15.01.23 (30)	75 days	80 days
	Scanner	No.	10	LTM/DPM	DG (Admin)	GoB	3.00	Planned Dated (Days)	-								
							*50.00										

*Government Decision: In this economic code (4112202) total allocation is 1.00 crore, can be spent maximum 50% of total allocation.


(Alamgir Kabir)
System Analyst


Director (Admin)


Director General (Admin)


Sr. Secretary



Principal Secretary


Annual Procurement Plan
(FY - 2022 - 23)
Budget: Revenue
(ICT Section of PMO)

Ministry/Division: Prime Minister's Office
 Procurement Entity Name & Code : Prime Minister's Office (1030102-100017-3231301) [Training Local]

Package No	Description of Procurement Package	Unit	Qty.	Procurement Method & Type	Approving Authority	Source of Fund	Est. Cost (Tk in Lakh)	Time Code for Process	Not used in Goods	Invited/ 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
TLIT-1	Training for IT Professional Security, Cyber Certification Course, HW Management	No.	As required	DPM	Secy/DG (Admin)	GoB	5.00	After approving of the competent authorities									With in financial year
TLall-2	Training for Staff of PMO Basic Cyber Security, In-House Application Software + Others	No.	As required	DPM	Secy/DG (Admin)	GoB	5.00	After approving of the competent authorities									With in financial year
TLall-3	Training out site Dhaka for PMO Staff	No.	100	DPM	Secy/DG (Admin)	GoB	15.00	After approving of the competent authorities									With in financial year
							25.00										

*Government Decision: In this economic code (3231301) total allocation is 1.00 crore, can be spent maximum 50% of total allocation.


 (Alamgir Kabir)
 System Analyst
 Director (Admin)


 Director General (Admin)


 Principal Secretary

- HOPE = Head of the Procuring Entity
- LTM = Limited Tendering Method
- OTM= Open Tendering Method
- RFQ = Request for Quotation
- DPM= Direct Procurement Method