

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
মহিলা ও শিশু বিষয়ক মন্ত্রণালয়
প্রশাসন-২ শাখা
বাংলাদেশ সচিবালয়, ঢাকা
www.mowca.gov.bd

“শেখ হাসিনার বারতা
নারী-পুরুষ সমতা”

নং-৩২.০০.০০০০.০১৯.১৬.০৩৪.২২-৬৮৯

তারিখঃ ৩১/০৭/২০২২ খ্রিঃ।

বিষয়ঃ ২০২২-২৩ অর্থ বছরের রাজস্ব বাজেটের অনুমোদিত ক্রয়-পরিকল্পনা ওয়েবসাইটে প্রকাশ প্রসংগে।

উপর্যুক্ত বিষয়ে মহিলা ও শিশু বিষয়ক মন্ত্রণালয়ের ২০২২-২৩ অর্থ বছরের রাজস্ব বাজেটের অনুমোদিত ক্রয়-পরিকল্পনা ওয়েবসাইটে প্রকাশের জন্য নির্দেশক্রমে এতদসংগে প্রেরণ করা হলো।

সংযুক্তিঃ অনুমোদিত ক্রয়-পরিকল্পনা (২৪ পাতা)।



(মোঃ মাসুদুর রহমান)

উপসচিব

ফোন: ৫৫১০০১৯৩

✓ প্রোগ্রামার
আইসিটি শাখা
মহিলা ও শিশু বিষয়ক মন্ত্রণালয়
বাংলাদেশ সচিবালয়, ঢাকা।

অনুলিপিঃ

১। উপসচিব (প্রশাসন-১), মহিলা ও শিশু বিষয়ক মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।

Government of the People's Republic of Bangladesh
Ministry of Women & Children Affairs
Admin-2 Section

Annual Procurement Plan for FY 2022-2023

| Pack age No. | Description of Procurement Goods | Unit | Quantity | Procurement Method & Type | Contract Approving Authority | Source of Funds | Estid. Cost in Tl. (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 of Contract Signature | Time for completion of Contract |
|--------------|------------------------------------------------------------------------------------------------------------------------------------|------|--------------------|---------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|------------------------------|----------------------------------------------------------------------|-------------------|------------------|----------------|-------------------|-------------------|-----------------------|---------------------|----------------------------------|---------------------------------|
| 1. | Computer & accessories (Computer, Laptop, Printer, Scanner and Office Equipment Related Supporting materials/ installation/Supply) | Nos. | List-I Enclosed | OTM/ RFQ/ Direct | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary /Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 11.00 (50% out of allotment) | Planned Dates of OTM Planned Days for OTM Actual Dates for OTM | | 10 Oct | 24 Oct | 31 Oct | 07 Nov | 15 Nov | - | - | - |
| | | | As per Requirement | | | | | Planned Dates of RFQ Planned Days for RFQ Actual Dates for RFQ | | 02 Jan | 12 Jan | 18 Jan | 24 Jan | 30 Jan | - | - | - |
| | | | | | | | | | | | 10 Days | 05 Days | 05 Days | 05 Days | - | 25 Days | 10 Days |

N.B. 4112202- Computer & accessories – 50% would be used as per instruction of Finance Ministry (50% austerly)


Deputy Secretary
Admin-2 Section


Joint Secretary
Admin Branch


Additional Secretary
Admin Wing

08.07.22

Government of the People's Republic of Bangladesh
Ministry of Women & Children Affairs
Admin-2 Section

Annual Procurement Plan for FY 2022-2023

| Pack age No. | Description of Procurement Goods | Unit | Quantity | Procurement Method & Type | Contract Approving Authority | Source of Funds | Esti. 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 of Contract Signature | Time for completion of Contract |
|--------------------|--------------------------------------------------------------|------|---------------------|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|---------------------|-------------------|----------------------|----------------------|--------------------------|---------------------------|-------------------------------------------|------------------------------------------|
| 1 | | | | | | | | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 2. | Stationery & Miscellaneous Goods (সামগ্রিক সামগ্রি) | Nos. | List-II Enclosed | OTM/ RFQ/ Direct | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary /Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 15.00 | Planned Dates of OTM Planned Days for OTM Actual Dates for OTM Planned Dates of RFQ Planned Days for RFQ Actual Dates RFQ | | 10 Oct | 24 Oct | 31 Oct | 07 Nov | 15 Nov | 28 Days | 60 Days | 365 Days |
| | | | | | | | | | | 02 Jan | 12 Jan | 18 Jan | 24 Jan | 30 Jan | | 25 Days | 10 Days |

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Government of the People's Republic of Bangladesh
Ministry of Women & Children Affairs
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Annual Procurement Plan for FY 2022-2023

| Pack age 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 of 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 |
| 3. | Computer Accessories (Printer & Photocopier Toner etc.) (কম্পিউটার যন্ত্রাদি) | Nos. | List-III Enclosed | OTM/RFO/ Direct | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary /Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 3.00 | Planned Dates of RFO | | 07 Aug | 17 Aug | 24 Aug | 30 Aug | 05 Sep | 05 Days | 25 Days | 10 Days |
| | | | | | | | 12.00 | Actual Dates for RFO | | | 10 Days | 05 Days | 05 Days | 05 Days | | | |
| | | | | | | | | Planned Dates of OTM | | 10 Oct | 24 Oct | 31 Oct | 07 Nov | 15 Nov | | | |
| | | | | | | | | Planned Days for OTM | | | 14 Days | 07 Days | 07 Days | 05 Days | | | |
| | | | | | | | | Actual Dates for OTM | | | | | | | | 60 Days | 365 Days |

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| Pack age No. | Description of Procurement Goods | Unit | Quantity | Procurement Method & Type | Contract Approving Authority | Source of Funds | Estd. Cost in Tt. (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 of 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 |
| 4. | Furniture (Secretary Table, Chair, Cupboard, File Cabinet, Sofa set etc.) (সারসভাপতিসভা) | Nos. | List-IV Enclosed | OTM/RFQ/ Direct | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary /Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 4.00 (50% out of allotm ent) | Planned Dates of RFQ | | 07 Aug | 17 Aug | 24 Aug | 30 Aug | 05 Sep | - | - | - |
| | | | | | | | | Planned Dates for RFQ | | | 10 Days | 05 Days | 05 Days | 05 Days | - | 25 Days | 10 Days |
| | | | | | | | | Actual Dates RFQ | | | | | | | | | |
| | | | | | | | | Planned Dates of RFQ | | 02 Jan | 12 Jan | 18 Jan | 24 Jan | 30 Jan | - | - | - |
| | | | | | | | | Planned Days for RFQ | | | 10 Days | 05 Days | 05 Days | 05 Days | - | 25 Days | 10 Days |
| | | | | | | | | Actual Dates RFQ | | | | | | | | | |

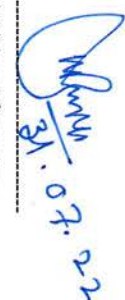
N.B. 4112314- Furniture – 50% would be used as per instruction of Finance Ministry (50% austerity)


Deputy Secretary
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Joint Secretary
Admin Branch



Additional Secretary
Admin Wing

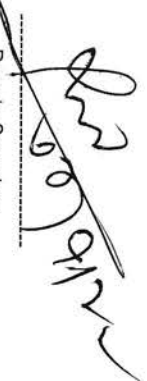

31.07.22

Government of the People's Republic of Bangladesh
Ministry of Women & Children Affairs
Admin-2 Section

Annual Procurement Plan for FY 2022-2023

| Pack age No. | Description of Procurement Goods | Unit | Quantity | Procurement Method & Type | Contract Approving Authority | Source of Funds | Est. 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 of 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 |
| 5. | Other Stationery (অন্যান্য মনিস্বত্ব) | Nos. | List-II Enclosed | OTM/ RFQ/ Direct | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary /Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 3.50 (50% out of allotment) | Planned Dates of RFQ | | 07 Aug | 17 Aug | 24 Aug | 30 Aug | 05 Sep | - | - | - |
| | | | | | | | | Planned Dates of RFQ | | | 10 Days | 05 Days | 05 Days | 05 Days | - | 25 Days | 10 Days |
| | | | | | | | | Actual Dates RFQ | | | | | | | | | |
| | | | | | | | | Planned Dates of RFQ | | | | | | | | | |
| | | | | | | | | Planned Dates of RFQ | | | | | | | | | |
| | | | | | | | | Planned Dates for RFQ | | | | | | | | | |
| | | | | | | | | Actual Dates RFQ | | | | | | | | | |

N.B. 3255105- Other Stationery – 50% would be used as per instruction of Finance Ministry (50% austerity)


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Admin Branch



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Government of the People's Republic of Bangladesh
Ministry of Women & Children Affairs
Admin-2 Section

Annual Procurement Plan for FY 2022-2023

| Pack age 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 of 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 |
| 6. | Other Machinery and equipment (অন্যান্য যন্ত্রপাতি ও সরঞ্জামাদি) | Nos. | As per Require- ment | OTM/ RFQ/ Direct | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary /Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 4.00 | Planned Dates of RFQ | | 10 Nov | 20 Nov | 27 Nov | 30 Nov | 05 Dec | - | - | - |
| | | | | | | | | Planned Days for RFQ | | | 10 Days | 05 Days | 05 Days | 04 Days | - | 24 Days | 10 Days |
| | | | | | | | | Actual Dates for RFQ | | | | | | | | | |
| | | | | | | | | Planned Dates of RFQ | | 02 Jan | 12 Jan | 18 Jan | 24 Jan | 30 Jan | - | - | - |
| | | | | | | | | Planned Days for RFQ | | | 10 Days | 05 Days | 05 Days | 05 Days | - | 25 Days | 10 Days |
| | | | | | | | | Actual Dates for RFQ | | | | | | | | | |


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Ministry of Women & Children Affairs
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Annual Procurement Plan for FY 2022-2023

| Pack age No. | Description of Procurement Goods | Unit | Quantity | Procurement Method & Type | Contract Approving Authority | Source of Funds | Est. 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 of 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 |
| 7. | Computer Software and other office Equipment (Antivirus for Desktop Computer & Laptop) (কম্পিউটার সফটওয়্যার) | Nos. | 150 Pcs | OTM/ RFQ/ Direct | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary /Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 4.00 | Planned Dates of RFQ | | 10 Nov | 20 Nov | 27 Nov | 30 Nov | 05 Dec | - | - | - |
| | | | | | | | | Planned Days for RFQ | | | 10 Days | 05 Days | 05 Days | 04 Days | - | 24 Days | 10 Days |
| | | | | | | | | Actual Dates for RFQ | | | | | | | | | |
| | | | | | | | | Planned Dates of RFQ | | | | | | | | | |
| | | | | | | | | Planned Days for RFQ | | | | | | | | | |
| | | | | | | | | Actual Dates for RFQ | | | | | | | | | |


Deputy Secretary
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Government of the People's Republic of Bangladesh
Ministry of Women & Children Affairs
Admin-2 Section

Annual Procurement Plan for FY 2022-2023

| Pack age 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 of 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 |
| 8. | Information and Communication Equipment (Network & related works) (৩য় ও ৪য় পর্বত সংশ্লিষ্ট কার্যক্রম) | Nos. | As per requirement | OTM/ RFQ/ Direct | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary/ Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 5.00 | Planned Dates of RFQ | | 10 Nov | 20 Nov | 27 Nov | 30 Nov | 05 Dec | - | - | - |
| | | | | | | | | Planned Days for RFQ | | | 10 Days | 05 Days | 05 Days | 04 Days | - | 24 Days | 10 Days |
| | | | | | | | | Actual Dates for RFQ | | | | | | | | | |
| | | | | | | | | Planned Dates of RFQ | | 02 Jan | 12 Jan | 18 Jan | 24 Jan | 30 Jan | - | - | - |
| | | | | | | | | Planned Days for RFQ | | | 10 Days | 05 Days | 05 Days | 05 Days | - | 25 Days | 10 Days |
| | | | | | | | | Actual Dates for RFQ | | | | | | | | | |

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Government of the People's Republic of Bangladesh
Ministry of Women & Children Affairs
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Annual Procurement Plan for FY 2022-2023

| Pack age No. | Description of Procurement Goods | Unit | Quantity | Procurement Method & Type | Contract Approving Authority | Source of Funds | Est. 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 of 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 |
| 9. | Telecommunica tion Equipment (Telephone set, Intercom set, etc.) (টেলিফোন সেট, ইন্টারকম সেট, ইত্যাদি) | Nos. | As per requirement | RFQ/ Direct Method | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary (Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 2.50 | Planned Dates of RFQ | | 10 Nov | 20 Nov | 27 Nov | 30 Nov | 05 Dec | - | - | - |
| | | | | | | | | Planned Days for RFQ | | | 10 Days | 05 Days | 05 Days | 05 Days | - | 25 Days | 10 Days |
| | | | | | | | | Actual Dates for RFQ | | | | | | | | | |


Deputy Secretary
Admin-2 Section



Joint Secretary
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Government of the People's Republic of Bangladesh
Ministry of Women & Children Affairs
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Annual Procurement Plan for FY 2022-2023

| Pack age No. | Description of Procurement Goods | Unit | Quantity | Procurement Method & Type | Contract Approving Authority | Source of Funds | Esti. 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 of 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 |
| 10. | Printing & Binding (Annual Report, Eid Card, Visiting Card, Note Pad, DO Pad, etc.) (প্রিন্ট ও বান্ডিং) | Nos. | As per requireme nt | OTM/ RFQ/ Direct Method | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary /Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 8.50 | Planned Dates of RFQ | Planned Dates for RFQ | Actual Dates for RFQ | Planned Dates of RFQ | Planned Days for RFQ | Actual Dates for RFQ | | | | |
| | | | | | | | | | | 10 Nov | 20 Nov | 27 Nov | 30 Nov | 05 Dec | - | - | - |
| | | | | | | | | | | | 10 Days | 05 Days | 05 Days | 04 Days | - | 24 Days | 10 Days |
| | | | | | | | | | | 02 Jan | 12 Jan | 18 Jan | 24 Jan | 30 Jan | - | - | - |
| | | | | | | | | | | | 10 Days | 05 Days | 05 Days | 05 Days | - | 25 Days | 10 Days |


Deputy Secretary
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Joint Secretary
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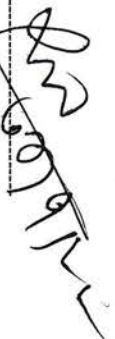

Additional Secretary
Admin Wing

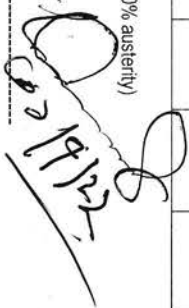
Government of the People's Republic of Bangladesh
Ministry of Women & Children Affairs
Admin-2 Section


Annual Procurement Plan for FY 2022-23

| Pack age No. | Description of Procurement Goods | Unit | Quantity | Procurement Method & Type | Contract Approving Authority | Source of Funds | Estid. Cost in Tt. (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 of 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 |
| 11. | Transport Fuel (Petrol/Octane/ CNG | Nos. | As per requirement | Direct Method | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary/ Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 17.60+ 08.00 22.60 (80% out of allotm ent) | | | | | | | | | | |

N.B. 3243101- Petrol, Oil, Lubricant and 3243102-Gas, Fuel - 80% would be used as per instruction of Finance Ministry (20% austerity)


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Government of the People's Republic of Bangladesh
Ministry of Women & Children Affairs
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Annual Procurement Plan for FY 2022-23

| Pack age No. | Description of Procurement Goods | Unit | Quantity | Procurement Method & Type | Contract Approving Authority | Source of Funds | Estd. Cost in Tt. (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 of 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 |
| 12. | Book and Journals | Nos. | As per requirement | Direct Methods | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary /Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 4.30 | | | | | | | | | | |

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Annual Procurement Plan for FY 2022-23

| Pack age No. | Description of Procurement Goods | Unit | Quantity | Procurement Method & Type | Contract Approving Authority | Source of Funds | Estid. 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 of 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 |
| 13. | Liveries | Nos. | As per requireme nt | RFQ/Direct Methods | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary /Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 2.00 | Planned Dates of RFQ | | 02 Jan | 12 Jan | 18 Jan | 24 Jan | 30 Jan | - | - | - |
| | | | | | | | | Planned Days for RFQ | | | 10 Days | 05 Days | 05 Days | 05 Days | - | 25 Days | 10 Days |
| | | | | | | | | Actual Dates for RFQ | | | | | | | | | |


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Annual Procurement Plan for FY 2022-23

| Pack age No. | Description of Procurement Goods | Unit | Quantity | Procurement Method & Type | Contract Approving Authority | Source of Funds | Estd. Cost in Tt. (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 of 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 |
| 14. | Motor Vehicle Repair | Nos. | As per requirement | RFQ/Direct Methods | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary /Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 7.50 | | | | | | | | | | |


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Ministry of Women & Children Affairs
Admin-2 Section

Annual Procurement Plan for FY 2022-23

| Pack age No. | Description of Procurement Goods | Unit | Quantity | Procurement Method & Type | Contract Approving Authority | Source of Funds | Estd. Cost in Tt. (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 of 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 |
| 15. | Postage | Nos. | As per requireme nt | Direct Methods | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary/ Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 1.50 | | | | | | | | | | |


Deputy Secretary
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Joint Secretary
Admin Branch



Additional Secretary
Admin Wing

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|--------------------|----------------------------------------|------|---------------------------|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|------------------------------------|-----------------------------|-------------------------|---------------------|-------------------|----------------------|----------------------|--------------------------|---------------------------|-------------------------------------------|------------------------------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 16. | Furniture Repair/ Maintenance | Nos. | As per requireme nt | Direct Methods | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary /Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 2.50 | | | | | | | | | | |


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|--------------------|-------------------------------------------------------------|------|---------------------------|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------------------|-----------------------------|-------------------------|---------------------|-------------------|----------------------|----------------------|--------------------------|---------------------------|-------------------------------------------|------------------------------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 17. | Computer, Printer, Photocopier Repair/ Maintenance | Nos. | As per requireme nt | Direct Methods | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary/ Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 5.80 | | | | | | | | | | |
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|--------------------|----------------------------------------|------|---------------------------|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-------------------------------------------|-----------------------------|-------------------------|---------------------|-------------------|----------------------|----------------------|--------------------------|---------------------------|-------------------------------------------|------------------------------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 18. | Entertainment Expenses | Nos. | As per requireme nt | Direct Methods | Subject to the authority delegated in the delegation of Financial Power of this Ministry Secretary /Additional Secretary/ Joint Secretary/ Deputy Secretary/Sr. Assistant Secretary | GOB | 5.25 (50% out of allotm ent) | | | | | | | | | | |

N.B. 3211106- Entertainment Expenses – 50% would be used as per instruction of Finance Ministry (50% austerity)


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Annual Procurement Plan for FY 2022-2023

List-1 : Computer, Laptop, Printer, Scanner and Office Equipment Related Supporting materials/installation/Supply

| SL No. | Item description | Quantity | |
|--------|------------------------|----------|--------|
| 1 | Laptop | - | pieces |
| 2 | Desktop Computer | 10 | pieces |
| 3 | Laser Printer | 5 | pieces |
| 4 | Color Printer | 2 | pieces |
| 5 | Scanner | 5 | pieces |
| 6 | Computer Hard Disk | | pieces |
| 7 | Computer Mother Board | | pieces |
| 8 | Monitor (LCD/LED) | 5 | pieces |
| 9 | UPS (650/1000/1200 VA) | 5 | Pieces |

➤ ক্রয়কালে সংখ্যা কম/বেশি হতে পারে।



মোঃ মাসুদুর রহমান
উপসচিব
মহিলা ও শিশু বিষয়ক মন্ত্রণালয়
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

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Annual Procurement Plan for FY 2022-2023

List-2 : Stationery & Miscellaneous Goods

| SL No. | Item description | Quantity | |
|--------|-----------------------------------------------------|----------|--------|
| 1 | 80 Grams Offset Paper (A4), Paper One | 700 | rim |
| 2 | 80 Grams Offset Paper (A6), Paper One | 30 | rim |
| 3 | 2nd Page Note Sheet (100 pages book) | 30 | books |
| 4 | Clip Folder (A4), Bili, China | 500 | pieces |
| 5 | Transparent Folder (A4), Huaji, China | 3000 | pieces |
| 6 | 9-inch Scissors, Deli | 70 | pieces |
| 7 | 9-inch Knife (Yellow), Kiwi | 30 | pieces |
| 8 | White Pen Fluid (8 ml), Uni (Original) | 30 | pieces |
| 9 | Car Perfume (Caltina), Japan | 40 | pieces |
| 10 | Car Shampoo, Best Quality | 10 | pieces |
| 11 | Air Freshener, 300 ml, Fay/Aroma | 250 | pieces |
| 12 | Aerosol, 475 ml, ACI | 300 | pieces |
| 13 | Tissue Paper (120x2 Ply), Bashundhara/ Fay | 500 | Box |
| 14 | Toilet Paper (Best Quality), Bashundhara, Fay | 1000 | rolls |
| 15 | Water Glue (60 ml), Duckuy | 200 | pieces |
| 16 | Odonil Air freshener 50gm, with hanger (ACI/Square) | 50 | pieces |
| 17 | Pen Pot/Pen Stand | 10 | pieces |
| 18 | Pilot V-5 Pen, Japan | 100 | pieces |
| 19 | Ocean Gel Link Pen (Black) | 100 | pieces |
| 20 | Matador Ball Pen (Black) | 1000 | pieces |
| 21 | Matador i-teen Water gel Pen (Black) | 100 | pieces |
| 22 | Matador Ball Pen (Red) | 200 | pieces |
| 23 | Stamp Pad (106x67 mm), Artline | 20 | pieces |
| 24 | Steel Scale (12 inch), Swordfish, China | 50 | pieces |
| 25 | Marker Pen (Yellow, Green, Red) Redleaf 303, Japan | 100 | pieces |
| 26 | Stapler Machine (Big Size), Kangaroo/Deli | 40 | pieces |
| 27 | Stapler Machine (Small Size), Kangaroo/Deli | 20 | pieces |
| 28 | Stapler Pin (Big size 24/6), Kangaroo/Deli | 300 | pieces |
| 29 | Stapler pin (B10), Kangaroo/Deli | 50 | pieces |
| 30 | Pin Remover, Matador | 25 | pieces |
| 31 | Program Stand (A-4 Size), Plastic (Best Quality) | 10 | pieces |
| 32 | Coton Duster Cloth (32x18 inch), Best Quality | 100 | pieces |
| 33 | Pencil Battery (AA size), Maxell | 600 | pieces |
| 34 | Remote Battery (AAA size), Maxell | 200 | pieces |



| | | | |
|----|--------------------------------------------------|------|--------|
| 35 | Punching Machine (One Hole), Kangaroo | 50 | pieces |
| 36 | Punching Machine (Two Holes), Kangaroo | 10 | pieces |
| 37 | Paperweight (Stone), Best Quality | 50 | pieces |
| 38 | Sharpener, Faber Castle | 100 | pieces |
| 39 | Wood Pencil (2B), Faber Castle | 250 | pieces |
| 40 | Eraser (rubber), Best Quality | 250 | pieces |
| 41 | James Clip (Plastic Quoted) | 150 | box |
| 42 | Liquid soap 200 ml (with Spray), Lifebuoy/Savlon | 300 | pieces |
| 43 | Wheel Soap (130 Grams), Unilever | 250 | pieces |
| 44 | Lux Soap (75 Grams), Unilever | 250 | pieces |
| 45 | Vim bar (325 Gm), Unilever | 300 | pieces |
| 46 | Harpic Toilet Cleaner (750 ml) | 50 | pieces |
| 47 | Savlon, 112 ml, ACI | 100 | pieces |
| 48 | Savlon, 1000 ml, ACI | 10 | pieces |
| 49 | Hand Sanitizer 200ml (ACI/Square) | 100 | pieces |
| 50 | Hand Sanitizer 50ml (ACI/Square) | 300 | pieces |
| 51 | Rubber Hand Gloves (100 pcs/box) | 5 | Box |
| 52 | Polyethylene Hand Gloves (100 pcs/Bag) | 10 | Box |
| 53 | Savlon Disinfectant Spray, 300ml | 50 | pieces |
| 54 | Hexisol, 250 ml with spray | 100 | pieces |
| 55 | Glass Cleaner, 350 ml, (Mr. Brasso) | 40 | pieces |
| 56 | Carton Tape (2 inches wide) | 50 | rolls |
| 57 | File barrier ribbon (45-meter roll) | 100 | rolls |
| 58 | Khaki Envelope (10x4 inch) | 5000 | pieces |
| 59 | Khaki Envelope (A4 Size) | 3000 | pieces |
| 60 | Khaki Envelope (File Size), Best Quality | 2000 | pieces |
| 61 | Paper Basket (RFL) | 20 | pieces |
| 62 | Plastic bucket (10 liters) , RFL | 10 | pieces |
| 63 | Plastic mug, RFL | 10 | pieces |
| 64 | Plastic Badna/Lota (RFL) | 10 | pieces |
| 65 | Flux (1 Liter), Best Quality | 10 | pieces |
| 66 | Scotch Tape (2.5 inch) | 50 | pieces |
| 67 | Plastics Ring Guard File (A-4, 3 inch) | 20 | pieces |
| 68 | Candle (Big size) | 20 | pieces |
| 69 | Black Hard Clip (Size 1 inch) | 100 | pieces |
| 70 | Black Hard Clip (Size 1.25 inch) | 100 | pieces |
| 71 | Black Hard Clip (Size 1.50 inch) | 100 | pieces |
| 72 | File Cover (including Ministry Name) | 1000 | pieces |
| 73 | Wireless Door Calling Bell | 20 | pieces |

➤ ক্রয়কালে সংখ্যা কম/বেশি হতে পারে।




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Annual Procurement Plan for FY 2022-2023

List-3 : Computer Accessories (Printer & Photocopier Toner etc.)

| SL No. | Item description | Quantity | |
|--------|---------------------------------------------------|----------|--------|
| 1 | Printer Toner (Canon 308) | 30 | pieces |
| 2 | Printer Toner (Canon 324) | 2 | pieces |
| 3 | Printer Toner (Canor 325) | 10 | pieces |
| 4 | Printer Toner (HP 26A) | 40 | pieces |
| 5 | Printer Toner (HP 76A) | 40 | pieces |
| 6 | Color Printer Toner (HP 131A, 4 Pics Set) | 2 | pieces |
| 7 | Color Printer Toner (HP 201A, 4 Pics Set) | 2 | pieces |
| 8 | Color Printer Toner (HP 203A, 4 Pics Set) | 2 | pieces |
| 9 | Color Printer Toner (HP 204A, 4 Pics Set) | 3 | pieces |
| 10 | Color Printer Toner (HP 215A, 4 Pics Set) | 2 | pieces |
| 11 | Photocopier Toner (Toshiba e-Studio 2518A) | 6 | pieces |
| 12 | Photocopier Toner (Toshiba e-Studio 2506) | 3 | pieces |
| 13 | Photocopier Toner (Canon 2520) | 2 | pieces |
| 14 | Photocopier Toner (Canon 2420L) | 3 | Pieces |
| 15 | Multi Plug (3 pin, Five way, with 15 Meter Cable) | 50 | Pieces |
| 16 | Pen drive (32GB), Transcend | 50 | pieces |
| 17 | Key Board (A-4 Tech) | 25 | pieces |
| 18 | Mouse (A-4 Tech) | 50 | pieces |

➤ ক্রয়কালে সংখ্যা কম/বেশি হতে পারে।


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List-4 : Furniture (Secretariat Table, Chair, Cupboard, File Cabinet, Sofa set etc.)

| SL No. | Item description | Quantity |
|--------|--------------------------|----------|
| ১ | সোফা সেট | - |
| ২ | ফুল সেক্রেটারিয়েট টেবিল | ১টি |
| ৩ | হাফ সেক্রেটারিয়েট টেবিল | - |
| ৪ | কম্পিউটার টেবিল | - |
| ৫ | কম্পিউটার চেয়ার | - |
| ৬ | রিভলভিং চেয়ার | ২টি |
| ৭ | কাঠের চেয়ার | - |
| ৮ | ডিজিটর চেয়ার | ৬টি |
| ৯ | ষ্টিলের আলমারি | - |
| ১০ | ফাইল কেবিনেট | - |
| ১১ | র‍্যাক/বুক সেলফ | - |
| ১২ | ওয়াল কেবিনেট | ৫টি |
| ১৩ | টি-ট্রলি | ২টি |
| ১৪. | টিভি কেবিনেট | ২টি |

➤ ক্রয়কালে সংখ্যা কম/বেশি হতে পারে।


৩০/৭/২২
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List-5 : Electronic Items (Television, Refrigerator, Electric Kettle, Microwave Oven etc.)

| ক্রমিক নং | বিবরণ | পরিমাণ |
|-----------|-----------------|--------|
| ১ | রেফ্রিজারেটর | - |
| ২ | রজিন টেলিভিশন | ১টি |
| ৩ | ইলেকট্রিক কেটলি | - |
| ৪ | ইলেকট্রিক ওভেন | ১টি |
| ৫ | ওয়াটার ফিল্টার | ৪টি |

➤ ক্রয়কালে সংখ্যা কম/বেশি হতে পারে।


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