

People's Republic of Bangladesh
Ministry of Religious Affairs
Administration Section
Website : www.mora.gov.bd

Annual Procurement Plan 2019-20

Package No	Description of Procurement Goods and Service	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Tk (lakh)	Time Code for Process	Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Completion of Contract	Total Time (in Days)
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
1(a)	Paper & Stationery Items (for three months July to September 18)	As per Requisition & An/Re.	OTM/RFQM/Direct	Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	5.00	Planned Dates Planned Dates Actual Dates	02.08.19 0 0	10.08.19 08 0	10.08.19 0 0	19.08.19 10 0		22.08.19 03	25.08.19 03	24 Days
1(b)	Paper & Stationery Items (for three months October to December 18)	As per Requisition & An/Re.	OTM/RFQM/Direct	Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	5.00	Planned Dates Planned Dates Actual Dates	04.10.19 0 0	13.11.19 09 0	17.11.19 04 0	17.11.19 0 0		20.11.19 03	23.11.19 03	25 Days
1(c)	Paper & Stationery Items (for three months January to March 19)	As per Requisition & An/Re.	OTM/RFQM/Direct	Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	5.00	Planned Dates Planned Dates Actual Dates	09.01.20 0 0	18.01.20 09 0	22.01.20 04 0	24.01.20 02 0		26.01.20 02	30.01.20 04	28 Days
1(d)	Paper & Stationery Items (for three months April to June 19)	As per Requisition & An/Re.	OTM/RFQM/Direct	Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	5.00	Planned Dates Planned Dates Actual Dates	14.04.20 0 0	21.04.20 08 0	25.04.20 04 0	29.04.20 05 0		02.05.20 03	05.05.20 03	29 Days

Signature
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2	Auto Wheel, Nameplate & Others Items (for July 18 to June 19)	3 As per Requisition & An/Re.	OTM/RFQM/Direct	5 Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	6 GOB	7 1.00	8 Planned Dates	9 14.04.20	10 21.04.20	11 25.04.20	12 29.04.20	13	14 02.05.20	15 05.05.20	16
3(a)	Computer (Set) for three months July to September 18)	3 As per Requisition & An/Re.	OTM/RFQM/Direct	5 Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	6 GOB	7 7.00	8 Planned Dates	9 02.08.19	10 10.08.19	11 10.08.19	12 19.08.19	13	14 22.08.19	15 25.08.19	16 24 Days
3(b)	Computer (Set) for three months October to December 18)	3 As per Requisition & An/Re.	OTM/RFQM/Direct	5 Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	6 GOB	7 7.00	8 Planned Dates	9 04.10.19	10 13.11.19	11 17.11.19	12 17.11.19	13	14 20.11.19	15 23.11.19	16
3(c)	Computer (Set) for three months January to March 19)	3 As per Requisition & An/Re.	OTM/RFQM/Direct	5 Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	6 GOB	7 7.00	8 Planned Dates	9 19.01.20	10 18.01.20	11 22.01.20	12 24.01.20	13	14 26.01.20	15 30.01.20	16
3(d)	Computer (Set) for three months April to June 19)	3 As per Requisition & An/Re.	OTM/RFQM/Direct	5 Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	6 GOB	7 7.00	8 Planned Dates	9 14.04.20	10 21.04.20	11 25.04.20	12 29.04.20	13	14 02.05.20	15 05.05.20	16 21 Days
4(a)	Computer Accessories for three months July to September 18)	3 As per Requisition & An/Re.	OTM/RFQM/Direct	5 Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	6 GOB	7 5.00	8 Planned Dates	9 02.08.19	10 10.08.19	11 10.08.19	12 19.08.19	13	14 22.08.19	15 25.08.19	16 22 Days
4(b)	Computer Accessories for three months October to December 18)	3 As per Requisition & An/Re.	OTM/RFQM/Direct	5 Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	6 GOB	7 5.00	8 Planned Dates	9 04.10.19	10 13.11.19	11 17.11.19	12 17.11.19	13	14 20.11.19	15 23.11.19	16
4(c)	Computer Accessories for three months January to March 19)	3 As per Requisition & An/Re.	OTM/RFQM/Direct	5 Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	6 GOB	7 5.00	8 Planned Dates	9 19.01.20	10 18.01.20	11 22.01.20	12 24.01.20	13	14 26.01.20	15 30.01.20	16 21 Days
4(d)	Computer Accessories for three months April to June 19)	3 As per Requisition & An/Re.	OTM/RFQM/Direct	5 Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	6 GOB	7 5.00	8 Planned Dates	9 14.04.20	10 21.04.20	11 25.04.20	12 29.04.20	13	14 02.05.20	15 05.05.20	16 22 Days







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1	Computer Maintenance/ Servicing/Repair (for July 18 to June 19)	3 As per Requisition & An/Re.	4 OTM/RFQM/Direct	5 Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	6 GOB	2.00	8 Planned Dates	9 02.08.19	10 10.08.19	11 10.08.19	12 19.08.19	13	14 22.08.19	15 25.08.19	16
5															
6(a)	Furniture/ Wood/Steel/ Others (for three months July to September 18)	As per Requisition & An/Re.	OTM/RFQM/Direct	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	7.00	Planned Dates	17.08.19	30.08.19	11.09.19	15.09.19		15	30.09.19	18 Days
6(b)	Furniture/ Wood/Steel/ Others (for three months to October December 18)	As per Requisition & An/Re.	OTM/RFQM/Direct	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	7.00	Planned Dates	17.10.19	30.10.19	11.11.19	15.11.19		15	30.11.19	18 Days
6(c)	Furniture/ Wood/Steel/ Others (for three months January to March 19)	As per Requisition & An/Re.	OTM/RFQM/Direct	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	7.00	Planned Dates	17.01.20	30.01.20	11.02.20	15.02.20		15	30.02.20	19 Days
6(d)	Furniture/ Wood/Steel/ Others (for three months April to June 19)	As per Requisition & An/Re.	OTM/RFQM/Direct	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	7.00	Planned Dates	17.04.20	30.04.20	11.05.20	15.05.20		15	30.05.20	19 Days
7(a)	Telecommunication Accessories (Mobile/Telephone) (for six months July 18 to December 18)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	5.00	Planned Dates	17.08.19	30.08.19	11.09.19	15.09.19		15	30.09.19	18 Days
7(b)	Telecommunication Accessories (Mobile/Telephone) (for six months January 19 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	5.00	Planned Dates	17.01.20	30.01.20	11.02.20	15.02.20		15	30.02.20	18 Days
8(a)	Information, Communication, Technology (4112201) (for six months July 18 to December 18)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	3.00	Planned Dates	17.08.19	30.08.19	11.09.19	15.09.19		15	30.09.19	18 Days
8(b)	Information, Communication, Technology (4112201) (for six months January 19 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	3.00	Planned Dates	17.01.20	30.01.20	11.02.20	15.02.20		15	30.02.20	18 Days

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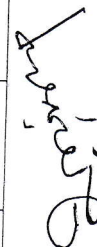



Package No	Description of Procurement Goods and Service	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost In Tk. (lakh)	Time Code for Process	Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Completion of Contract	Total Time (in Days)
9(a)	Information, Communication, Technology (for six months July 18 to December 18)	3 per Requisition & An/Re.	RFQM/CP	5 Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	6 GOB	3.00	8 Planned Dates	9 17.08.19	10 30.08.19	11 11.09.19	12 15.09.19	13	14 30.09.20	15 30.09.19	16 Days
9(b)	Information, Communication, Technology (for six months January 19 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	3.00	Planned Dates	0 17.01.20	13 30.01.20	11 11.02.20	02 15.02.20		15 30.02.20	0 30.02.20	18 Days
10(a)	Furniture Maintenance/ Servicing/Repair (for six months July 18 to December 18)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	2.00	Planned Dates	0 17.08.19	13 30.08.19	11 11.09.19	02 15.09.19		15 30.09.20	0 30.09.19	18 Days
10(b)	Furniture Maintenance/ Servicing/Repair (for six months January 19 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	2.00	Planned Dates	0 17.01.20	13 30.01.20	11 11.02.20	02 15.02.20		15 30.02.20	0 30.02.20	18 Days
11(a)	Vehicle/Motorcycle Servicing/Repair (for six months July 18 to December 18)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	7.00	Planned Dates	0 17.08.19	13 30.08.19	11 11.09.19	02 15.09.19		15 30.09.20	0 30.09.18	18 Days
11(b)	Vehicle/Motorcycle Servicing/Repair (for six months January 19 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	7.00	Planned Dates	0 17.01.20	13 30.01.20	11 11.02.20	02 15.02.20		15 30.02.20	0 30.02.20	18 Days
12	Petrol/Oil/Lubricants (for July 18 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	21.00	Planned Dates	0 17.08.19	13 30.08.19	11 11.09.19	02 15.09.19		15 30.09.20	0 30.09.20	18 Days
13	Gas & Fuel (for July 18 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	10.00	Planned Dates	0 17.08.19	13 30.08.19	11 11.09.19	02 15.09.19		15 30.09.19	0 30.09.19	18 Days
14	Vehicle/Motorcycle Servicing/Repair (for July 18 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	7.00	Planned Dates	0 17.08.19	13 30.08.19	11 11.09.19	02 15.09.19		15 30.09.20	0 30.09.19	18 Days



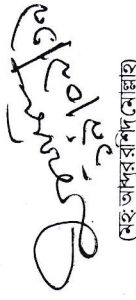





Package No	Description of Procurement Goods and Service	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estid. Cost in Tk. (lakh)	Time Code for Process	Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Completion of Contract	Total Time (in Days)
15	Computer Software (for July 18 to June 19)	3 per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	2.00	8 Planned Dates	17.08.19	30.08.19	11.09.19	15.09.19	13	30.09.20	30.09.19	16 Days
16	Office Tools (for July 18 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	2.50	Planned Dates	17.08.19	30.08.19	11.09.19	15.09.19		30.09.20	30.09.19	18 Days
17	Other Tools & Equipment (for July 18 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	2.50	Planned Dates	17.08.19	30.08.19	11.09.19	15.09.19		30.09.20	30.09.19	18 Days
18	Microphone Set & Repair (for July 18 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	2.00	Planned Dates	17.07.19	30.07.19	30.07.19	30.07.19		15	30.08.20	18 Days
19	বইসহ ও বাইসহ (for July 18 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	3.00	Planned Dates	21.07.19	29.07.19	29.07.19	30.07.19		30.07.19	03.08.19	41 Days
20	আপারন (for July 18 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	10.00	Planned Dates	21.07.19	29.07.19	29.07.19	30.07.19		30.07.19	03.08.19	43 Days
21	স্বাক্ষরিত সফটওয়্যার (for July 18 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	2.50	Planned Dates	21.07.19	29.07.19	29.07.19	30.07.19		30.07.19	03.08.19	12 Months
22	স্বাক্ষরিত সফটওয়্যার (for July 18 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	2.00	Planned Dates	21.07.19	29.07.19	29.07.19	30.07.19		30.07.19	03.08.19	12 Months
23	প্রিন্টার ও বিজ্ঞাপন বোর্ড (for July 18 to June 19)	As per Requisition & An/Re.	RFQM/CP	Secretary/Add. Secretary/Joint Secretary/Deputy Secretary/Senior Assistant Secretary	GOB	3.00	Planned Dates	21.07.19	29.07.19	29.07.19	30.07.19		30.07.19	03.08.19	12 Months

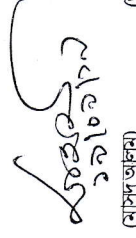
- (ক) মন্ত্রণালয়ের অনুমোদিত টিওএন্ডইভুক্ত যন্ত্রপাতি হিসেবে ক্রয় করা হবে;
- (খ) সকল প্রকার ক্রয়ের ক্ষেত্রে অনুমোদনকারী কর্তৃপক্ষের অনুমোদন সাপেক্ষে ক্রয় করা হবে;
- (গ) সরকারি প্রাপ্যতা ও চাহিদাপত্র অনুসরণপূর্বক ক্রয় কার্য সম্পন্ন করা হবে;
- (ঘ) বরাদ্দকৃত অর্থ হতে ব্যয় নির্বাহ করতে হবে, অতিরিক্ত অর্থের প্রয়োজন হলে সংশোধিত বাজেট বরাদ্দ সাপেক্ষে অর্থ ব্যয় করতে হবে;
- (ঙ) বাজেট বরাদ্দের অতিরিক্ত টাকা ব্যয় করা যাবে না।


২৯/১০/১৮

মেহঃ আন্বুর রশিদ মোল্লাহি
সিনিয়র সহকারী সচিব
ধর্ম বিষয়ক মন্ত্রণালয়

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সদস্য-সচিব
দরপত্র/প্রস্তাব মূল্যায়ন কমিটি


২৯/১০/১৮

শামসুজ্জামান
হিসাব রক্ষণ কর্মকর্তা
ধর্ম বিষয়ক মন্ত্রণালয়

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সচিব
দরপত্র/প্রস্তাব মূল্যায়ন কমিটি


২৯/১০/১৮

ভূঞা মোহাম্মদ বেজাউর রহমান
ছিদ্দিকি
সিনিয়র সহকারী প্রধান
ধর্ম বিষয়ক মন্ত্রণালয়

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সদস্য
দরপত্র/প্রস্তাব মূল্যায়ন কমিটি


২৯/১০/১৮

মোহাম্মদ নাজমুল হাসান
প্রোগ্রামার (সিস্টেম এনালিস্ট)
ধর্ম বিষয়ক মন্ত্রণালয়

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সদস্য
দরপত্র/প্রস্তাব মূল্যায়ন কমিটি


২৯/১০/১৮

মোহাম্মদ সাইফুল ইসলাম
সিস্টেমস এনালিস্ট
ধর্ম বিষয়ক মন্ত্রণালয়

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সদস্য
দরপত্র/প্রস্তাব মূল্যায়ন কমিটি


২৯/১০/১৮

দেবপ্রিয়মা বেগম
যুগ্মসচিব (প্রশাসন)
ধর্ম বিষয়ক মন্ত্রণালয়

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সভাপতি
দরপত্র/প্রস্তাব মূল্যায়ন কমিটি