

ANNUAL PROCUREMENT PLAN OF ADMINISTRATION (Stationery, Printing, Poshak Porichsod, Books Supply Works & Others) DIVISION (Revenue Budget) For the Year 2023-2024

No.	Description of Procurement Package Goods/works	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Est. Cost in Million TK	Time Code of process	Advertise for Prequalification	Invite / Advertise tender	Tender opening	Tender Evolution	Approval of Award	Notification of Award	Sign of Contract	Total time of contract signature	Time for completion of contract	Present condition
Package -1 Lot-1	Purchase of Summer Dress for 361 employees of 17-20 Grade (4 th Class) & Drivers of RAJUK (for 2022-23 financial year).	Job	1	OTM	HOPE	Own	2.0064	Planned Dates	N/A	20 Aug/23	10 Sep/23	24 Sep/23	09 Oct/23	23 Oct/23	13 Nov/23		90 days	-
								Planned Days		0	21	14	15	14	21	85 days		
								Actual Date										
Package -1 Lot-2	Purchase of Shoe, Sandal, Sock and Umbrella for 361 employees of 17-20 Grade (4 th Class) & Drivers of RAJUK (for 2022-23 financial year).	Job	1	OTM	HOPE	Own	1.7308	Planned Dates	N/A	20 Aug/23	10 Sep/23	24 Sep/23	09 Oct/23	23 Oct/23	13 Nov/23		60 days	-
								Planned Days		0	21	14	15	14	21	85 days		
								Actual Date										
Package -1 Lot-3	Purchase of Winter Dress for 361 employees of 17-20 Grade (4 th Class) & Drivers of RAJUK (for 2023-24 financial year).	Job	1	OTM	HOPE	Own	0.86016	Planned Dates	N/A	15 Feb/24	07 Mar/24	21 Mar/24	05 Apr/24	19 Apr/24	10 May/24		90 days	-
								Planned Days		0	21	14	15	14	21	85 days		
								Actual Date										
Package -1 Lot-4	Purchase of Shoe, Sandal, Sock and Umbrella for 293 employees of 17-20 Grade (4 th Class) of RAJUK (for 2023-24 financial year).	Job	1	OTM	HOPE	Own	1.52712	Planned Dates	N/A	15 Feb/24	07 Mar/24	21 Mar/24	05 Apr/24	19 Apr/24	10 May/24		60 days	-
								Planned Days		0	21	14	15	14	21	85 days		
								Actual Date										
Package -2	Purchase of stationery items.	Job	1	OTM	HOPE	Own	5.00	Planned Dates	N/A	05 Sep/23	26 Sep/23	10 Oct/23	25 Oct/23	08 Nov/23	29 Nov/23		365 days	-
								Planned Days		0	21	14	15	14	21	85 days		




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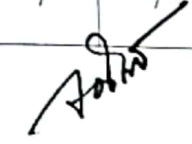
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Package -3	Purchase of printing items.	Job	1	OTM	HOPE	Own	3.00	Actual Date											
								Planned Dates	N/A	05 Sep/23	26 Sep/23	10 Oct/23	25 Oct/23	08 Nov/23	29 Nov/23		365 days	--	
								Planned Days		0	21	14	15	14	21	85 days			
Package -4 Lot-1	Purchase of additional stationery & printing items for 2nd Quarter.	Job	1	RFQ	HOPE	Own	0.15	Actual Date											
								Planned Dates	N/A	06 Aug/23	13 Aug/23	13 Aug/23	20 Aug/23	27 Aug/23	03 Sep/23		14 days	-	
								Planned Days		0	7	0	7	7	7	28 days			
Package -4 Lot-2	Purchase of additional stationery & printing items for 3rd Quarter.	Job	1	RFQ	HOPE	Own	0.1	Actual Date											
								Planned Dates	N/A	10 Jan/24	17 Jan/24	17 Jan/24	24 Jan/24	31 Jan/24	07 Feb/24		14 days	-	
								Planned Days		0	7	0	7	7	7	28 days			
Package -4 Lot-3	Purchase of additional stationery & printing items for 4th Quarter.	Job	1	RFQ	HOPE	Own	0.1	Actual Date											
								Planned Dates	N/A	10 Apr/24	17 Apr/24	17 Apr/24	24 Apr/24	01 May/24	08 May/24		14 days	-	
								Planned Days		0	7	0	7	7	7	28 days			
Package -5 Lot-1	Purchase of Books for 1st Quarter.	Job	1	RFQ	HOPE	Own	0.05	Actual Date											
								Planned Dates	N/A	15 Aug/23	22 Aug/23	22 Aug/23	29 Aug/23	05 Sep/23	12 Sep/23		14 days	-	
								Planned Days		0	7	0	7	7	7	28 days			

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Package -5 Lot-2	Purchase of Books.for 2nd Quarter.	Job	1	RFQ	HOPE	Own	0.05	Actual Date										14 days	-
								Planned Dates	N/A	08 Nov/23	29 Nov/23	13 Dec/23	28 Dec/23	11 Jan/24	01 Feb/24				
								Planned Days		0	7	0	7	7	7	7	28 days		
Package -6 Lot-1	Miscellaneous purchases for Revenue sector for 1 st Quarter.	Job	1	RFQ	HOPE	Own	0.1	Actual Date										14 days	-
								Planned Dates	N/A	15 Aug/23	22 Aug/23	22 Aug/23	29 Aug/23	05 Sep/23	12 Sep/23				
								Planned Days		0	7	0	7	7	7	7	28 days		
Package -6 Lot-2	Miscellaneous purchases for Revenue sector for 2nd Quarter.	Job	1	RFQ	HOPE	Own	0.05	Actual Date										14 days	-
								Planned Dates	N/A	08 Nov/23	15 Nov/23	15 Nov/23	22 Nov/23	29 Nov/23	06 Dec/23				
								Planned Days		0	7	0	7	7	7	7	28 days		
Package -7 Lot-1	Purchase of Computer Set, Laptop, UPS, Printer, Scanner Machine, Router & Other Machines for Admin Section and Training Room of Rajuk.	Job	1	OTM	HOPE	Own	13.00	Actual Date										60 days	-
								Planned Dates	N/A	10 Oct/23	31 Oct/23	14 Nov/23	29 Nov/23	13 Dec/23	03 Jan/24				
								Planned Days		0	21	14	15	14	21	85 days			
Package -7 Lot-2	Purchase of Computer Set, Laptop, UPS &	Job	1	RFQ	HOPE	Own	0.3	Actual Date										14 days	-
								Planned Dates	N/A	06 Aug/23	13 Aug/23	13 Aug/23	20 Aug/23	27 Aug/23	03 Sep/23				

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	Other Machines for Admin Section of Rajuk.							Planned Days		0	7	0	7	7	7	28 days		
								Actual Date										
Package -7 Lot-3	Purchase of Computer Set, Laptop, UPS & Other Machines for Admin Section of Rajuk.	Job	1	RFQ	HOPE	Own	0.3	Planned Dates	N/A	08 Nov/23	15 Nov/23	15 Nov/23	22 Nov/23	29 Nov/23	06 Dec/23		14 days	-
								Planned Days		0	7	0	7	7	7	28 days		
								Actual Date										
Package -8 Lot-1	Purchase of Desk Table (Half Secretariat Wooden Table including side drawer), Desk Table (As Computer Work Station), Visitor Chair, Computer Chair for Admin Section and Training Room of Rajuk.	Job	1	OTM	HOPE	Own	2.3	Planned Dates	N/A	10 Oct/23	31 Oct/23	14 Nov/23	29 Nov/23	13 Dec/23	03 Jan/24		40 days	-
								Planned Days		0	21	14	15	14	21	85 days		
								Actual Date										
Package -8 Lot-2	Purchase of Furniture for Admin Section.	Job	1	RFQ	HOPE	Own	0.3	Planned Dates	N/A	10 Apr/24	17 Apr/24	17 Apr/24	24 Apr/24	01 May/24	08 May/24		14 days	-
								Planned Days		0	7	0	7	7	7	28 days		
								Actual Date										

29/09/23

29/09/23
মোঃ ফিরোজ বাদশাহ
সিনিয়র সিস্টেম এনালিস্ট (জিও ও সেরা)
রাজধানী উন্নয়ন কর্তৃপক্ষ, ঢাকা।

29/09/23
মোঃ বায়তুল ইসলাম
সহকারী প্রোগ্রামার (ও)
রাজধানী উন্নয়ন কর্তৃপক্ষ, ঢাকা।

29/09/23
মোঃ আমিন উদ্দিন
সিনিয়র প্রোগ্রামার (প্রশাসন)
রাজধানী উন্নয়ন কর্তৃপক্ষ
স্বাক্ষরিত করে: ১৫৫১-১০০৫

29/09/23
মোঃ আমান হুসেইন আলম
সিনিয়র সিস্টেম এনালিস্ট
সিনিয়র প্রোগ্রামার (ও অর্থ)
রাজধানী উন্নয়ন কর্তৃপক্ষ, ঢাকা।

29/09/23
মোঃ আনিসুর রহমান মিত্রা, বিপিও
সিনিয়র সিস্টেম এনালিস্ট
রাজধানী উন্নয়ন কর্তৃপক্ষ, ঢাকা।