

# ANNUAL PROCUREMENT PLAN 2023-24

Department of Agricultural Marketing

Ministry of Agriculture

Code	Items Determined in the Revenue Sector	Distibutes	Ref.
<b>Administrative Expense</b>			
3211101	Reward	200,000	GR-20
3211102	Cleaning Products	300,000	GR-21
3211106	Entertainment Allowance	400,000	GR-22
3211110	Legal Expense	50,000	SR-3
3211111	Seminar and conference	1,000,000	GR-23
3211116	Courier	50,000	SR-4
3211117	Inter Net/Fax/Telex	400,000	SR-5
3211119	Postage	10,000	SR-6
3211120	Telephone	200,000	SR-7
3211125	Advertisement and advertising	1,500,000	GR-14+GR-15+GR-39
3211127	Books and periodicals	300,000	GR-1+GR-24
3211130	Conveyance Allowance		
3211130	Outsourcing	20,000,000	SR-2
3211134	Labor(irregular) wage	300,000	SR-8
3211135	Recruitment test	4,000,000	SR-9
<b>Fee,Charge and Commission</b>			
3221104	Registration Fee	50,000	SR-10
3221106	Transportation Cost	300,000	SR-11
3221107	Photocopy Expense	100,000	SR-12
3221109	Management Cost	300,000	SR-13
3231301	Training	2,000,000	GR-25
<b>Petrol,oil and lubricant</b>			
3243101	Petrol, oil and lubricants	1,400,000	GR-26
3243102	Gas and Fuel	1,800,000	GR-26(1)
<b>Security Service</b>			
3253103	Security Service (Rental basis)	100,000	SR-14
<b>Printing and Stationery</b>			
3255101	Computer Accessories	1,800,000	GR-2+GR-3+GR-4
3255101	Printing and binding	1,500,000	GR-5+GR-6+GR-7+GR-28
3255104	Stamps and seals	60,000	GR-27
3255105	Other Stationary	2,000,000	GR-16+GR-17+GR-18
<b>General supplies and raw materials</b>			
3256103	Usage Materials	800,000	GR-8+GR-32
3256106	Clothing	300,000	GR41

Code	Items Determined in the Revenue Sector	Distibutes	Ref.
<b>Administrative Expense</b>			
<b>Professional Service,honorium and Special Expenses</b>			
3257104	Survey	3,000,000	SR-1
3257105	Innovation	1,500,000	GR-29
3257106	Integrity	1,300,000	GR-30
3257206	Honorium	400,000	SR-15
3257301	Festival/Ceremony	1,500,000	GR-31
<b>Repair and maintenance</b>			
3258101	Motor Vehicles	700,000	GR-35
3257102	Furniture	400,000	GR-36
3258103	Computers	600,000	GR-37
3258104	Office Equipment	600,000	GR-38
3258107	Nonresidential building	1,500,000	WR-4
3258140	Motor Vehicles maintenance	2,000,000	GR-40
3911111	General wholesale allocation		
<b>Capital expenditure</b>			
4112101	Motor Vehicle	14,500,000	GR-19
4112201	Information Technology equipment	300,000	GR-9
4112202	Computers and parts@@	1,000,000	GR-10+GR-33
4112203	Electrical Equipment@@	700,000	GR-11+GR-34
4112310	Office Equipment	700,000	GR-12+GR-42
4112314	Furniture	700,000	GR-13+GR-43
<b>Parmanent Asset expenditure</b>			
4113301	HR Management system Digitalization	700,000	SR-3
<b>Grand Total</b>		<b>73,320,000</b>	

Calculate te potential expenditure for the years 2022-23	
Cash purchase	730,000
RFQM(Request For Quotation Method)	3,000,000
OTM/FM (e-gp) (Open Tender Method)	27,100,000
Fixed Budget Method (FBM)	3,700,000
DPM (Direct Procurement Method)	17,700,000
Recurring Expenditure	10,790,000
Other Cost	10,300,000
<b>Grand Total</b>	<b>73,320,000</b>

Description of Procurement Package GOODS 1	23,830,000
Description of Procurement Package GOODS 2	24,290,000
Description of Procurement Package SERVICS	23,700,000
Description of Procurement Package WORKS	1,500,000
<b>Total</b>	<b>73,320,000</b>

Government of the People's Republic of Bangladesh  
Department of Agricultural Marketing

Annual Procurement Plan for DAM 2023-24

Budget: Revenue

Ministry of Agriculture  
Department of Agricultural Marketing  
Director General

Package No	Description of Procurement Package	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estd. Cost in TK.	Time Code for Process	Not Listed 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
GR-1	Books	NOS	List-01 Enclosed	Cash purchase	DG	GOB	180,000										
GR-2	Computer Accessories	NOS	As Per requirement	Cash purchase	DG	GOB	200,000										
GR-3	Computer Accessories	NOS	List-02 Enclosed	RFQ	DG	GOB	300,000	Planned Dates		23/08/23	31/08/23	31/08/23	4/9/2023	10/9/2023	14/09/23		
GR-4	Computer Accessories	NOS	List-03 Enclosed	OTM	DG	GOB	1,300,000	Planned Days		29/10/23	11/11/2023	24/11/23	30/11/23	6/12/2023	3/1/2024	70	
GR-5	Annual Report & Others	NOS	500	RFQ	DG	GOB	300,000	Planned Dates		11/9/2023	18/09/23	18/09/23	22/09/23	28/09/23	2/10/2023	25	
GR-6	Printing Visiting card, Eid card and others	NOS	As per requirement	Cash Purchase	DG	GOB	50,000	Planned Days			8	0	5	7			
GR-7	Printing, Poster Folder, Leaflet, Booklet	NOS	List-04 Enclosed	OTM	DG	GOB	900,000	Planned Days		01/11/23	13/11/23	26/11/23	1/11/2023	7/11/2023	5/11/2023	70	

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Package No	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estd. Cost in TK.	Time Code for Process	Not Listed 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
GR-8	Usage Materials	NOS	List-05 Enclosed	RFQ	DG	GOB	300,000	Planned Days		2/1/2024	9/1/2024	9/1/2024	15/01/24	21/01/24	25/01/24		
GR-9	Information Technology equipment	NOS	List-06 Enclosed	OTM	DG	GOB	300,000	Planned Days		15/10/23	30/10/23	12/11/2023	20/11/23	27/11/23	23/12/23		
GR-10	Computers and parts	NOS	List-07 Enclosed	OTM	DG	GOB	900,000	Planned Days		15/10/23	30/10/23	12/11/2023	20/11/23	27/11/23	23/12/23		
GR-11	Electrical Equipment	NOS	List-08 Enclosed	OTM	DG	GOB	500,000	Planned Days		15/10/23	30/10/23	12/11/2023	20/11/23	27/11/23	23/12/23		
GR-12	Office equipment	NOS	List-09 Enclosed	OTM	DG	GOB	500,000	Planned Days		15/10/23	30/10/23	12/11/2023	20/11/23	27/11/23	23/12/23		
GR-13	Furniture	NOS	List-10 Enclosed	OTM	DG	GOB	600,000	Planned Days		15/10/23	30/10/23	12/11/2023	20/11/23	27/11/23	23/12/23		
GR-14	Important Agricultural Commodity Price list Exhibition	NOS	200	RFQ	DG	GOB	300,000	Planned Days		23/08/23	31/08/23	31/08/23	4/9/2023	10/9/2023	14/09/23		
GR-15	Important Agricultural Commodity Price list Exhibition	NOS	500	OTM	DG	GOB	700,000	Planned Days		29/10/23	11/11/2023	24/11/23	30/11/23	6/12/2023	3/1/2024		

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 28/9/2024

Package No	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estd. Cost in TK.	Time Code for Process	Not Listed 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		
GR-16	Stationary	NOS	List-11 Enclosed	RFQ	DG	GOB	300,000	Planned Dates		25/08/23	1/9/2023	1/9/2023	5/9/2023	11/9/2023	15/09/23				
GR-17	Stationary		As per bill	Cash purchase	DG	GOB	300,000	Planned Days			7	0	5	7	5	24			
GR-18	Stationary		List-12 Enclosed	OTM	DG	GOB	1,400,000	Planned Dates		1/11/2023	16/11/23	30/11/23	5/12/2023	11/12/2023	8/1/2024				
GR-19	Jeep	NOS	1	DPM	DG	GOB	14,500,000	Planned Days		12/10/2023	29/10/2023	12/11/2023	19/11/2023	26/11/2023	24/12/2023	72			
							<b>Total</b>												
							<b>23,830,000</b>												

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Government of the People's Republic of Bangladesh  
Department of Agricultural Marketing  
Annual Procurement Plan for DAM 2023-24

Budget: Revenue

Ministry of Agriculture  
Department of Agricultural Marketing  
Director General

Package No	Description of Procurement Package GOODS/Service	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estd. Cost in TK.	Time Code for Process
1	2	3	4	5	6	7	8	9
GR-20	Reward	Depending of the requirement		Recurring Expense	DG	GOB	200,000	
GR-21	Cleaning Products	With the approval of the authority		Recurring Expense	DG	GOB	300,000	
GR-22	Entertainment expenses	Depending of the requirement		Recurring Expense	DG	GOB	400,000	
GR-23	Seminar/Conference	With the approval of the authority		Recurring Expense	DG	GOB	1,000,000	
GR-24	Books and Journals (Paper bills and periodicals)	Depending of the requirement		Recurring Expense	DG	GOB	120,000	
GR-25	Training	With the approval of the authority		Recurring Expense	DG	GOB	2,000,000	
GR-26	Petrol. Oil and lubricant	On the basis of the authority and occupation		DPM	DG	GOB	1,400,000	
GR-26(1)	Gas and fuel	On the basis of the authority and occupation		DPM	DG	GOB	1,800,000	
GR-27	Stamps and seals	Depending of the requirement		Recurring Expense	DG	GOB	60,000	
GR-28	Printing and binding	With the approval of the authority		Other Cost	DG	GOB	250,000	
GR-29	Innovation	With the approval of the authority		Other Cost	DG	GOB	1,500,000	
GR-30	National Integrity Strategy (NIS)	With the approval of the authority		Other Cost	DG	GOB	1,300,000	

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Package No	Description of Procurement Package GOODS/Service	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estd. Cost in TK.	Time Code for Process
1	2	3	4	5	6	7	8	9
GR-31	Festival/ceremony	With the approval of the authority		Other Cost	DG	GOB	1,500,000	
GR-32	Usage Material	With the approval of the authority		Recurring Expense	DG	GOB	500,000	
GR-33	Computers & Parts	With the approval of the authority		Recurring Expense	DG	GOB	100,000	
GR-34	Electrical Equipment	With the approval of the authority		Recurring Expense	DG	GOB	200,000	
GR-35	Motor Vehicles Repairs	With the approval of the authority		Recurring Expense	DG	GOB	700,000	
GR-36	Furniture Repairs and maintenance	With the approval of the authority		Recurring Expense	DG	GOB	400,000	
GR-37	Computers Repairs and maintenance	With the approval of the authority		Recurring Expense	DG	GOB	600,000	
GR-38	Office Equipment Repairs and maintenance	With the approval of the authority		Recurring Expense	DG	GOB	600,000	
GR-39	Advertisement and Advertising	With the approval of the authority		Recurring Expense	DG	GOB	500,000	
GR-40	Maintenance of motor Vehicles	Depending of the requirement		Recurring Expense	DG	GOB	2,000,000	
GR41	Clothing	With the approval of the authority		Other Cost	DG	GOB	300,000	
GR-42	Office Equipment	With the approval of the authority		Recurring Expense	DG	GOB	200,000	
GR-43	Furniture	With the approval of the authority		Recurring Expense	DG	GOB	100,000	
SR-3	Legal expenses	Depending of the requirement		Recurring Expense	DG	GOB	50,000	
SR-4	Courier	Depending of the requirement		Recurring Expense	DG	GOB	50,000	
SR-5	Internet/Fax/Telex	With the approval of the authority		Other Cost	DG	GOB	400,000	
SR-6	Postage	Depending of the requirement		Recurring Expense	DG	GOB	10,000	

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Package No	Description of Procurement Package GOODS/Service	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estd. Cost in TK.	Time Code for Process
1	2	3	4	5	6	7	8	9
SR-7	Telephone	Depending of the requirement		Other Cost	DG	GOB	200,000	
SR-8	Labour (irregular) Wage	With the approval of the authority		Recurring Expense	DG	GOB	300,000	
SR-9	Recruitment test	With the approval of the authority		Other Cost	DG	GOB	4,000,000	
SR-10	Registration Fee	Depending of the requirement		Other Cost	DG	GOB	50,000	
SR-11	Transportation Cost	With the approval of the authority		Recurring Expense	DG	GOB	300,000	
SR-12	Photocopy Expense	Depending of the requirement		Recurring Expense	DG	GOB	100,000	
SR-13	Management Cost	With the approval of the authority		Other Cost	DG	GOB	300,000	
SR-14	Security Service (Rental basis)	With the approval of the authority		Other Cost	DG	GOB	100,000	
SR-15	Honorarium	With the approval of the authority		Other Cost	DG	GOB	400,000	
Total							24,290,000	

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Government of the People's Republic of Bangladesh  
Department of Agricultural Marketing

Annual Procurement Plan for DAM 2023-24

Budget: Revenue

Ministry of Agriculture  
Department of Agricultural Marketing  
Director General

Package No	Description of Package SERVICES	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estd. Cost in TK.	Time Code for Process	Advertise EOI	Issue RFP	Proposal Opening	Proposal Evaluation	Opening Financial Proposal	Negotiation	Approval	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	19	
SR-1	Survey on Important areas of Agricultural Marketing	NOS	5	FBM	DG	GOB	3,000,000	Planned Dates	23/08/23	13/09/23	11/10/2023	15/10/23	16/10/23	19/10/23	22/10/23	23/10/23		60 days	
SR-2	Outsourcing (NCS)			OTM	DG	GOB	20,000,000	Planned Dates		20/07/2023	7/8/2023	21/08/2023	28/08/2023	5/9/2023	3/10/2023		60		
SR-3	HR Management system Digitalization			FBM	DG	GOB	700,000	Planned Dates		24/09/2023	11/10/2023	25/10/2023	1/11/2023	8/11/2023	6/12/2023		73		
<b>Total</b>							<b>23,700,000</b>												

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