

ANNUAL PROCUREMENT PLAN

Ministry Division		Ministry of Information and Broadcasting									Financial Year		2023-2024				
Agency		Department of Mass Communication									Budget in Million Tk.:		55.05				
Procuring Entity Name & Code		Director General						N/A									
Financial Code		3211125,3211126, 3256103, 3256105, 3256106, 3258101, 3258103, 3258105, 4112101, 4112201, 4112202, 4112310, 4112314, 4112316															
Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd .Cost in Million Tk.	Time Code for Process	Not Used in Goods	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval of 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
1	Tyre Tube , Battery and Spare parts for Vehicle	Lot	1	OTM (NCT-Manual)	DG (DMC)	GoB	1.5	Planned Dates		07.08.2023	21.08.2023	27.08.2023	29.08.2023	30.08.2023	27.09.2023	52days	25.10.2023
								Planned Days		0	15	6	2	1	28		4 Weeks
								Actual Dates									
2	Desktop Computer, Printer and Scanner	Lot	1	OTM (NCT-Manual)	DG (DMC)	GoB	3.1	Planned Dates		07.08.2023	21.08.2023	27.08.2023	29.08.2023	30.08.2023	27.09.2023	52 days	25.10.2023
								Planned Days		0	15	6	2	1	28		4 Weeks
								Actual Dates									
3	Office Equipments (Air Conditioner)	Nos.	5	OTM (NCT- eGP)	DG (DMC)	GoB	0.5	Planned Dates		17.10.2023	02.11.2023	09.11.2023	12.11.2023	12.11.2023	10.12.2023	53 days	07.01.2024
								Planned Days		0	15	7	3	0	28		4 Weeks
								Actual Dates									

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
4	Professional Sound System (Self Powered Speaker with Flight Case and Tripod Stand)	Nos	16	OTM (NCT-eGP)	DG (DMC)	GoB	4	Planned Dates		04.09.2023	19.09.2023	26.09.2023	01.10.2023	01.10.2023	29.10.2023	55 days	26.11.2023
								Planned Days		0	15	7	5	0	28		4 Weeks
								Actual Dates									
5	Wireless Meeting Amplifier with Carrying Case and Tripod Stand	Nos	30	OTM (NCT-eGP)	DG (DMC)	GoB	6	Planned Dates		04.09.2023	19.09.2023	26.09.2023	01.10.2023	01.10.2023	29.10.2023	55 days	26.11.2023
								Planned Days		0	15	7	5	0	28		4 Weeks
								Actual Dates									
6	Amplifier (60W)	Nos	68	OTM (NCT-eGP)	DG (DMC)	GoB	7	Planned Dates		04.09.2023	19.09.2023	26.09.2023	01.10.2023	01.10.2023	29.10.2023	55 days	26.11.2023
	Round Reflex Horn		200														
	Mixer Console (16 Channel)		6					Planned Days		0	15	7	5	0	28	4 Weeks	
	Amplifier (240W)		10														
	Gujnek Microphone		10					Actual Dates									
	Boundary Microphone		6														
	Baby Stand		15														

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
7	Projector with Tripod Stand, Carrying Box and Screen	Nos.	20	OTM (NCT-eGP)	DG (DMC)	GoB	3	Planned Dates		04.09.2023	19.09.2023	26.09.2023	01.10.2023	01.10.2023	29.10.2023	55 days	26.11.2023
								Planned Days		0	15	7	5	0	28		4 Weeks
								Actual Dates									
8	Purchase of Cinema Van (Microbus type)	Nos.	5	OTM (NCT-Manual)	DG (DMC)	GoB	25	Planned Dates		03.10.2023	18.10.2023	25.10.2023	22.11.2023	26.11.2023	24.12.2023	82 days	18.02.2024
								Planned Days		0	15	7	28	4	28		8 Weeks
								Actual Dates									
9	Spare Parts and Tools For Equipment Workshop	Lot	1	RFQ (Manual)	DG (DMC)	GoB	0.3	Planned Dates		22.08.2023	29.08.2023	29.08.2023	31.08.2023	31.08.2023	31.08.2023	50 days	28.09.2023
								Planned Days		0	7	0	2	0	0		4 Weeks
								Actual Dates									
10	Dress for class III & IV employees	Lot	1	RFQ (Maxual)	DG (DMC)	GoB	0.3	Planned Dates		01.08.2023	08.08.2023	08.08.2023	10.08.2023	10.08.2023	10.08.2023	09 days	07.09.2023
								Planned Days		0	7	0	2	0	0		4 Weeks
								Actual Dates									

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
11	Toner for Printer	Lot	1	LTM (Manual)	DG (DMC)	GoB	0.4	Planned Dates		23.08.2023	07.09.2023	14.09.2023	18.09.2023	19.09.2023	17.10.2023	55 days	14.11.23
								Planned Days		0	15	7	4	1	28		4 Weeks
								Actual Dates									
12	Toner for Photocopier	Lot	1	RFQ (Manual)	DG (DMC)	GoB	0.25	Planned Dates		15.10.2023	22.10.2023	22.10.2023	25.10.2023	25.10.2023	25.10.2023	10 days	14.11.23
								Planned Days		0	7	0	3	0	0		2 Weeks
								Actual Dates									
13	Purchase of ICT Goods	Lot.	1	RFQ (Manual)	DG (DMC)	GoB	0.2	Planned Dates		22.08.2023	29.08.2023	29.08.2023	31.08.2023	31.08.2023	31.08.2023	9 days	07.09.23
								Planned Days		0	7	0	2	0	0		1 Week
								Actual Dates									
14	Office Furniture	Lot	1	OTM (NCT-Manual)	DG (DMC)	GoB	1	Planned Dates		09.08.2023	24.08.2023	31.09.2023	04.10.2023	05.10.2023	01.11.2023	55 days	29.11.2023
								Planned Days		0	15	7	4	1	28		4 Weeks
								Actual Dates									

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
15	Documentary Making	Lot	1	RFQ (Manual-Service)	DG (DMC)	GoB	0.4	Planned Dates		10.10.2023	17.10.2023	17.10.2023	19.10.2023	19.10.2023	19.10.2023	9 days	16.11.23
								Planned Days		0	7	0	2	0	0		4 Weeks
								Actual Dates									
16	Maintenance And Repair Service of Computers and Printers	Lot	1	RFQ (Manual-Service)	DG (DMC)	GoB	0.3	Planned Dates		20.09.2023	27.09.2023	27.09.2023	01.10.2023	01.10.2023	01.10.2023	11 days	15.10.23
								Planned Days		0	7	0	4	0	0		2 Weeks
								Actual Dates									
17	Maintenance and Servicing of Air-Conditioner	Lot.	1	RFQ (Manual-Service)	DG (DMC)	GoB	0.2	Planned Dates		20.09.2023	27.09.2023	27.09.2023	01.10.2023	01.10.2023	01.10.2023	11 days	15.10.23
								Planned Days		0	7	0	4	0	0		2 Weeks
								Actual Dates									
18	Consumable Items	Lot.	1	LTM (Manual)	DG (DMC)	GoB	1	Planned Dates		06.08.2023	21.08.2023	28.08.2023	30.08.2023	30.08.2023	27.09.2023	52 days	25.10.23
								Planned Days		0	15	7	2	0	28		4 Weeks
								Actual Dates									

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
19	Service Purchase for Publicity Activities for 15 August 2023	Lot	1	RFQ (Manual-Service)	DG (DMC)	GoB	0.2	Planned Dates		01.08.2023	07.08.2023	07.08.2023	08.08.2023	08.08.2023	08.08.2023	7 days	14.08.2023
								Planned Days		0	6	0	1	0	0		1 Week
								Actual Dates									
20	Service Purchase for Publicity Activities for 16 December 2023	Lot	1	RFQ (Manual-Service)	DG (DMC)	GoB	0.2	Planned Dates		28.11.2023	05.12.2023	05.12.2023	07.12.2023	07.12.2023	07.12.2023	9 days	14.12.23
								Planned Days		0	7	0	2	0	0		1 Week
								Actual Dates									
21	Service Purchase for Publicity Activities for 17 March and 26 March 2023	Lot.	1	RFQ (Manual-Service)	DG (DMC)	GoB	0.2	Planned Dates		27.02.2023	05.03.2023	05.03.2023	07.03.2023	07.03.2023	07.03.2023	9 days	15.03.23
								Planned Days		0	7	0	2	0	0		1 Week
								Actual Dates									

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24/07/23

(Md. Nizamul Kabir)
Director General (Current Charge)
Phone: 83006-40