

ANNUAL PROCUREMENT PLAN

Ministry/Division		Ministry of Information and Broadcasting																
Agency		Department of Mass Communication																
Procuring Entity Name & Code		Director General		N/A								Financial Year						
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
								Planned Dates	Actual Dates									
1	Tyre Tube, Battery and Spare parts for Vehicle	Lot	1	OTM (NCT- Manual)	DG (DMC)	GoB	1.5	Planned Dates	07.08.2023		0	15	6	2	1	28	52 days	25.10.2023
								Planned Dates	21.08.2023									27.08.2023
2	Desktop Computer, Printer and Scanner	Lot	1	OTM (NCT- Manual)	DG (DMC)	GoB	3.1	Planned Dates	07.08.2023		0	15	6	2	1	28	52 days	25.10.2023
								Planned Dates	21.08.2023									27.08.2023
3	Office Equipments (Air Conditioner)	Nos.	5	OTM (NCT- eGP)	DG (DMC)	GoB	0.5	Planned Dates	17.10.2023		0	15	7	3	0	28	53 days	07.01.2024
								Planned Dates	02.11.2023									09.11.2023
		Budget in Million Tk.:										2023-2024		56.05				

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Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Est'd 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	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 Dates									
4	Wireless Meeting Amplifier with Carrying Case and Tri-Pod 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 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
								Actual Dates									
								Planned Dates									
								Planned Days									
								Actual Dates									
								Planned Dates									
								Planned Days									
								Actual Dates									
								Planned Dates									
								Planned Days									
Actual Dates																	
6	Round Reflex Horn	Nos	200	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
								Actual Dates									
								Planned Dates									
								Planned Days									
								Actual Dates									
								Planned Dates									
6	Mixer Console (16 Channel)	Nos	6	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
								Actual Dates									
								Planned Dates									
								Planned Days									
6	Amplifier (240W)	Nos	10	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
								Actual Dates									
								Planned Dates									
6	Gujinek Microphone	Nos	10	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
								Actual Dates									
6	Boundary Microphone	Nos	6	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
								Actual Dates									
6	Baby Stand	Nos	15	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
								Actual Dates									

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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 Planned Days		04.09.2023 0	19.09.2023 15	26.09.2023 7	01.10.2023 5	01.10.2023 0	29.10.2023 28	55 days	26.11.2023 4 Weeks
8	Purchase of Cinema Van (Microbus type)	Nos.	5	OTM (NCT-Manual)	DG (DMC)	GoB	26	Planned Dates Planned Days Actual Dates		03.10.2023 0	18.10.2023 15	25.10.2023 7	22.11.2023 28	26.11.2023 4	24.12.2023 28	82 days	18.02.2024 8 Weeks
9	Spare Parts and Tools For Equipment Workshop	Lot	1	RFQ (Manual)	DG (DMC)	GoB	0.3	Planned Dates Planned Days Actual Dates		22.08.2023 0	29.08.2023 7	29.08.2023 0	31.08.2023 2	31.08.2023 0	31.08.2023 0	50 days	28.09.2023 4 Weeks
10	Dress for class III & IV employees	Lot	1	RFQ (Manual)	DG (DMC)	GoB	0.3	Planned Dates Planned Days Actual Dates		01.08.2023 0	08.08.2023 7	08.08.2023 0	10.08.2023 2	10.08.2023 0	10.08.2023 0	09 days	07.09.2023 4 Weeks

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Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Est'd 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
11	Toner for Printer	Lot	1	LTM (Manual)	DG (DMC)	GoB	0.4	Planned Dates Planned Days Actual Dates		23.08.2023 0 0	07.09.2023 15 0	14.09.2023 7 0	18.09.2023 4 0	19.09.2023 1 0	17.10.2023 28 0	55 days	14.11.23 4 Weeks
12	Toner for Photocopier	Lot	1	RFQ (Manual)	DG (DMC)	GoB	0.25	Planned Dates Planned Days Actual Dates		15.10.2023 0 0	22.10.2023 7 0	22.10.2023 0 0	25.10.2023 3 0	25.10.2023 0 0	25.10.2023 0 0	10 days	14.11.23 2 Weeks
13	Purchase of ICT Goods	Lot	1	RFQ (Manual)	DG (DMC)	GoB	0.2	Planned Dates Planned Days Actual Dates		22.08.2023 0 0	29.08.2023 7 0	29.08.2023 0 0	31.08.2023 2 0	31.08.2023 0 0	31.08.2023 0 0	9 days	07.09.23 1 Week
14	Office Furniture	Lot	1	OTM (NCT-Manual)	DG (DMC)	GoB	1	Planned Dates Planned Days Actual Dates		09.08.2023 0 0	24.08.2023 15 7	31.09.2023 7 0	04.10.2023 4 0	05.10.2023 1 0	01.11.2023 28 0	55 days	29.11.20 23 4 Weeks

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

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Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estid .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								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
19	Service Purchase for Publicity Activities for 15 August 2023	Lot	1	RFQ (Manual-Service)	DG (DMC)	GoB	0.2	Planned Dates Planned Days Actual Dates		0	6	0	1	0	0		1 Week
20	Service Purchase for Publicity Activities for 16 December 2023	Lot	1	RFQ (Manual-Service)	DG (DMC)	GoB	0.2	Planned Dates Planned Days Actual Dates		28.11.2023	05.12.2023	05.12.2023	07.12.2023	07.12.2023	07.12.2023	9 days	14.12.23
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 Planned Days Actual Dates		27.02.2023	05.03.2023	05.03.2023	07.03.2023	07.03.2023	07.03.2023	9 days	15.03.23

(Md. Nizannul Kabir)
 Director General (Current Charge)
 Phone: 8300640

[Handwritten Signature]
 23/08/23