

## Annual Procurement Plan 2023-2024

(Works, Goods and Services)

Budget: Revenue

Ministry/Division: **Ministry of Information and Broadcasting**

Office/Institution: **Bangladesh Cinema and Television Institute (BCTI)**

Procuring Entity Name: Director

Package no	Description of Procurement Package Goods	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estd. cost in Lac Tk.	Time Code for Process	Invite/Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Singing of Contract	Time for Contact	Total Time
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
01	Stationery (lot-01)	As per requisition	RFQ	HOPE or as per designation	GOB	3.00	Planned Dates	06 August. 2023	13 August. 2023	13 August. 2023	14 August. 2023	-	-	-	-
							Planned Days	01	07	0	01	-	-	-	09
							Actual Dates	-	-	-	-	-	-	-	-
02	Printer Toner, Cartridge and other accessories	As per requisition	RFQ	HOPE or as per designation	GOB	5.00	Planned Dates	06 August. 2023	13 August. 2023	13 August. 2023	14 August. 2023	-	-	-	-
							Planned Days	01	07	0	01	-	-	-	09
							Actual Dates	-	-	-	-	-	-	-	-
03	Conducting internal audits	01	RFQ	HOPE or as per designation	GOB	1.00	Planned Dates	04 September, 2023	11 September, 2023	11 September, 2023	12 September, 2023	-	-	-	-
							Planned Days	01	07	0	01	-	-	-	09
							Actual Dates	-	-	-	-	-	-	-	-
04	10th Anniversary Celebration	Works	RFQ	HOPE or as per designation	GOB	5.00	Planned Dates	04 October, 2023	11 October, 2023	11 October, 2023	12 October, 2023	-	-	-	-
							Planned Days	01	07	0	01	-	-	-	09
							Actual Dates	-	-	-	-	-	-	-	-
05	UPS, Wi-Fi Router, PABX set & Installation of closed circuit (CC) cameras	As per requisition	RFQ	HOPE or as per designation	GOB	4.00	Planned Dates	06 December, 2023	13 December, 2023	13 December, 2023	14 December, 2023	-	-	-	-
							Planned Days	01	07	0	01	-	-	-	09
							Actual Dates	-	-	-	-	-	-	-	-
06	Stationery (lot-02)	As per requisition	RFQ	HOPE or as per designation	GOB	2.00	Planned Dates	08 January, 2024	15 January, 2024	15 January, 2024	16 January, 2024	-	-	-	-
							Planned Days	01	07	0	01	-	-	-	09
							Actual Dates	-	-	-	-	-	-	-	-
07	Editing Software	03	RFQ	HOPE or as per designation	GOB	3.00	Planned Dates	08 January, 2024	15 January, 2024	15 January, 2024	16 January, 2024	-	-	-	-
							Planned Days	01	07	0	01	-	-	-	09
							Actual Dates	-	-	-	-	-	-	-	-

*A*

*12*

*17*

Package no	Description of Procurement Package Goods	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estd. cost in Lac Tk.	Time Code for Process	Invite/Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Singing of Contract	Time for Contact	Total Time	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	
08	Publication of 13 <sup>th</sup> issue of BCTI Journal Printing	600	RFQ	HOPE or as per designation	GOB	3.00	Planned Dates	01 April, 2024	08 April, 2024	08 April, 2024	09 April, 2024	-	-	-	-	
							Planned Days	01	07	0	01	-	-	-	-	09
							Actual Dates	-	-	-	-	-	-	-	-	-
09	Booklet Printing	1000	RFQ	HOPE or as per designation	GOB	1.50	Planned Dates	01 April, 2024	08 April, 2024	08 April, 2024	09 April, 2024	-	-	-	-	
							Planned Days	01	07	0	01	-	-	-	-	09
							Actual Dates	-	-	-	-	-	-	-	-	-
Total						27.50	-	-	-	-	-	-	-	-	-	

26/09/2020

26/09/2020  
 Md. Kawsar Ahamed  
 Joint Secretary, Ministry of Information  
 Government of Bangladesh

*Kawsar*  
 26/09/2020  
 (Md. Kawsar Ahamed)  
 Chief Executive (Additional Charge)  
 &  
 Joint Secretary, Ministry of Information.  
 Phone: 02-55079340