

ANNUAL PROCUREMENT PLAN (2018-19)(Revised)

Ministry / Division : Energy & Mineral Resources Division
Procuring Entity Name : Bangladesh Petroleum Institute

Budget : Revenue

PART – A- GOODS

Package No	Description of Procurement Package Goods	Unit	Quantity	Procurement Method	Contract Approving Authority	Source of Funds	Estimated Cost in Tk.	Time Code for Process	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total Time of Contract Signature	Time for Completion of Contract
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
GR (1)	Procurement of Bag for Training	No	400	RFQ	HOPE	Own Funds	TK. 3,00,000/-	Planned Dates Planned Days	<u>23-07-18</u> 0	<u>30-07-18</u> 07	<u>02-08-18</u> 03	<u>05-08-18</u> 03	---	<u>07-08-18</u> 02	15 Days	<u>22-08-18</u> 15 Days
GR (2)	Procurement of Personal Computer & Related Pheripharals	No	06	OTM (NCT)	HOPE	Own Funds	TK. 5,00,000/-	Planned Dates Planned Days	<u>10-12-18</u> 0	<u>27-12-18</u> 17	<u>30-12-18</u> 03	<u>31-12-18</u> 01	<u>01-01-19</u> 01	<u>29-01-19</u> 28	50 Days	<u>20-02-19</u> 21 Days
GR (3)	Procurement of Earned Leave Management System Software	No	01	RFQ	HOPE	Own Funds	TK. 50,000/-	Planned Dates Planned Days	<u>26-11-18</u> 0	<u>05-12-18</u> 09	<u>12-12-18</u> 07	<u>18-12-18</u> 06	---	<u>20-12-18</u> 02	24 Days	<u>20-01-19</u> 30 Days
GR (4)	Procurement of Bag for Training	No	400	RFQ	HOPE	Own Funds	TK. 3,00,000/-	Planned Dates Planned Days	<u>06-01-19</u> 0	<u>13-01-19</u> 07	<u>16-01-19</u> 03	<u>20-01-19</u> 04	---	<u>22-01-19</u> 02	16 Days	<u>06-02-19</u> 15 Days
GR (5)	Procurement of Liveries for Driver & IV Class Employees	No	Lot	RFQ	HOPE	Own Funds	TK. 80,000/-	Planned Dates Planned Days	<u>03-02-19</u> 0	<u>13-02-19</u> 10	<u>20-02-19</u> 07	<u>24-02-19</u> 04	---	<u>26-02-19</u> 02	23 Days	<u>19-03-19</u> 21 Days
GR (6)	Procurement of Motorcycle.	No	01	OTM (NCT)	HOPE	Own Funds	TK. 2,00,000/-	Planned Dates Planned Days	<u>24-03-19</u> 0	<u>14-04-19</u> 15	<u>21-04-19</u> 07	<u>28-04-19</u> 07	<u>05-05-19</u> 07	<u>03-06-19</u> 28	64 Days	<u>17-06-19</u> 14 Days
GR (7)	Procurement of Stationary Goods	No	Lot	RFQ	HOPE	Own Funds	TK. 3,00,000/-	Planned Dates Planned Days	<u>22-04-19</u> 0	<u>02-05-19</u> 10	<u>09-05-19</u> 07	<u>12-05-19</u> 03	---	<u>14-05-19</u> 02	22 Days	<u>28-05-19</u> 14 Days
GR (8)	Procurement of Furniture (Table, Chair etc.	No	02+04	RFQ	HOPE	Own Funds	TK. 1,00,000/-	Planned Dates Planned Days	<u>28-04-19</u> 0	<u>08-05-19</u> 10	<u>15-05-19</u> 07	<u>19-05-19</u> 04	---	<u>21-05-19</u> 02	23 Days	<u>11-06-19</u> 21 Days

PART – B- SERVICE

Package No	Description of Procurement Package Services	Unit	Quantity	Procurement Method	Contract Approving Authority	Source of Funds	Estimated 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 of 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)	Conducting Audit of Financial Transaction of BPI for 3 Years 2015-16, 2016-17, 2017-18 & Preparing Audit Report.	---	01	LCS	HOPE	Own Funds	TK. 2,50,000/-	Planned Dates Planned Days	<u>20-01-19</u> 0	<u>19-02-19</u> 30	<u>19-03-19</u> 28	<u>26-03-19</u> 07	<u>02-04-19</u> 07	<u>09-04-19</u> 07	<u>16-04-19</u> 07	<u>23-04-18</u> 07	93 Days	<u>23-05-19</u> 30 Days

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