

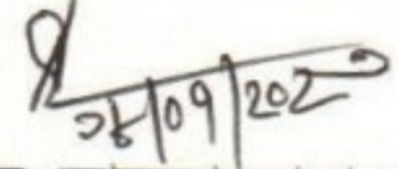
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
সমাজসেবা অধিদফতর
সমাজসেবা ভবন
ই-৮/বি-১, আগারগাঁও, শেরে বাংলা নগর, ঢাকা-১২০৭

নং: ৪১.০১.০০০০.০১৩.৩০.৩০৮.২২. ৫৬৯৮

তারিখ: ১৮/০৭/২০২৩

বিষয়: ২০২৩-২০২৪ অর্থ বৎসরের বাজেট বাস্তবায়নের জন্য সমাজসেবা অধিদফতরের বার্ষিক ক্রয় পরিকল্পনা (Procurement Plan) প্রেরণ।

উপর্যুক্ত বিষয়ের প্রেক্ষিতে সমাজসেবা অধিদফতরের ২০২৩-২০২৪ অর্থ বছরের বার্ষিক ক্রয় পরিকল্পনা Annual Procurement Plan (APP) সদয় পরবর্তী প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য এতদসঙ্গে প্রেরণ করা হলো।


ড. আবু সালেহ মোস্তফা কামাল
মহাপরিচালক
ফোন: ০২ ৫৫০০৭০২৪
dg@dss.gov.bd

সচিব
সমাজকল্যাণ মন্ত্রণালয়
বাংলাদেশ সচিবালয়, ঢাকা।

ANNUAL PROCUREMENT PLAN 2023-2024

Ministry / Division : Ministry of Social Welfare
 Agency : Department of Social Services (DSS)
 Procuring Entity Name & Code : Head Office, Department of Social Services, Dhaka-1207. Code: 1290201117158

Budget: Revenue

Package No	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lakh Tk.	Time Code for Process			Not Used in GOODS	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total time to Contract Signature	In Lac Taka.	Time for Completion of Contract
								Planned Dates	Planned Days	Actual Dates										
1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18			
								Planned Dates		25/07/2023	01/08/2023	06/08/2023	09/08/2023	14/08/2023	20/08/2023					
								Actual Dates		00	7	5	3	5	6	26	40			
GR 01	Clean & Cleaning Materials	No	LS/ As per requirement	SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	9.10	Planned Dates		05/12/2023	12/12/2023	17/12/2023	20/12/2023	26/12/2023	31/12/2023					
								Planned Days		00	7	5	3	6	5	26	40			
								Actual Dates		07/03/2024	14/03/2024	19/03/2024	22/03/2024	27/03/2024	01/04/2024					
GR 02	Entertainment Expenses	No	LS/ As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	2.14	Planned Dates		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
								Planned Days		-	-	-	-	-	-	-	-	-	-	-
								Actual Dates												
GR 03	Transport use is contract based for Rent	No	LS/ As per requirement	OTM/ LTM/SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	7.71	Planned Dates		25/07/2023	01/08/2023	06/08/2023	09/08/2023	14/08/2023	20/08/2023					
								Planned Days		00	7	5	3	5	6	26	40			
								Actual Dates		17/07/2023	31/07/2023	14/08/2023	21/08/2023	28/08/2023	25/08/2023					
								Planned Dates		00	14	14	7	7	28	70	84			
								Planned Days		00	14	14	7	7	28	70	84			
								Actual Dates		16/08/2023	22/08/2023	27/08/2023	30/08/2023	04/09/2023	10/09/2023					
GR 04	Seminar, Conference	No	LS/ As per requirement	OTM/ LTM/SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	26.75	Planned Dates		27/07/2023	10/08/2023	24/08/2023	31/08/2023	07/09/2023	05/10/2023					
								Planned Days		00	14	14	7	7	28	70	84			
								Actual Dates		06/12/2023	12/12/2023	17/12/2023	20/12/2023	26/12/2023	31/12/2023					
								Planned Dates		00	7	5	3	6	5	26	40			
								Planned Days		00	7	5	3	6	5	26	40			
								Actual Dates												
GR 05	Electricity Bill	Monthly	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	56.71	Planned Dates		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
								Planned Days		-	-	-	-	-	-	-	-	-	-	-
								Actual Dates												

শোঃ ইব্রাহিম রহমান
 সমাজসেবা অফিসার
 (তদায়, সরঞ্জাম ও যানবাহন)
 সমাজসেবা অধিদফতর, ঢাকা।

শ্বপন কুমার হালদার
 উপপরিচালক
 (প্রশাসন ও অর্থ)
 সমাজসেবা অধিদফতর, ঢাকা।

ড. আবু সালেহ মোস্তাফা কামাল
 মহাপরিচালক
 সমাজসেবা অধিদফতর, ঢাকা।

Package No	Description of Procurement Package	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lakh Tk.	Time Code for Process		Not Used 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	
								9	10										
GR 06	Water Bill	Monthly	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	12.84	Planned Dates	Planned Dates	-	-	-	-	-	-	-	-	-	-
								Actual Dates	Actual Dates										
GR 07	Carrier	No	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	6.64	Planned Dates	Planned Dates	-	-	-	-	-	-	-	-	-	-
								Actual Dates	Actual Dates										
GR 08	Internet/ Fax/ Telex Bill	Monthly	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	32.75	Planned Dates	Planned Dates	-	-	-	-	-	-	-	-	-	-
								Actual Dates	Actual Dates										
GR 09	Post	No/ Taka	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	4.50	Planned Dates	Planned Dates	-	-	-	-	-	-	-	-	-	-
								Actual Dates	Actual Dates										
GR 10	Telephone Bill	Monthly	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	12.42	Planned Dates	Planned Dates	-	-	-	-	-	-	-	-	-	-
								Actual Dates	Actual Dates										
GR 11	Publicity & Advertisement	No.	As per requirement	OTM/SRFQ / DPM	According to PPA, PPR and Delegation of Financial Power	GOB	377.71	SR	Planned Dates	16/08/2023	22/08/2023	27/08/2023	30/08/2023	04/09/2023	10/09/2023	10/09/2023	26	24/09/2023	
								FQ	Planned Dates	00	7	5	3	5	6	25	39		
GR 12	Audio-Video/Film Making	No.	As per requirement	OTM/SRFQ / DPM	According to PPA, PPR and Delegation of Financial Power	GOB	41.63	O	Planned Dates	10/10/2023	31/10/2023	14/11/2023	21/11/2023	28/11/2023	26/12/2023	77	10/01/2024		
								T	Planned Dates	00	21	14	7	7	28	90			
GR 13	Book & Samoyek	No	As per requirement	SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	6.64	SR	Planned Dates	09/10/2023	15/10/2023	19/10/2023	22/10/2023	26/10/2023	31/10/2023	25	14/11/2023		
								FQ	Planned Dates	00	7	5	3	5	5	40			

স্বপ্ন ইন্ডিয়া রহমান
সমাজসেবা অফিসার
(উপায়, সরঞ্জাম ও যানবাহন)
সমাজসেবা অধিদপ্তর, ঢাকা।


স্বপ্ন কুমার সাহা
সহকারী পরিচালক
(উপায়, সরঞ্জাম ও যানবাহন)
সমাজসেবা অধিদপ্তর, ঢাকা।


স্বপ্ন কুমার হাবিদার
উপপরিচালক (প্রশাসন ও অর্থ)
সমাজসেবা অধিদপ্তর, ঢাকা।

স্বপ্ন কুমার হাবিদার
পরিচালক (প্রশাসন ও অর্থ) অ.ল.
সমাজসেবা অধিদপ্তর, ঢাকা।

স্বপ্ন কুমার হাবিদার
সহকারী পরিচালক
সমাজসেবা অধিদপ্তর, ঢাকা।

Package No	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lakh Tk.	Time Code for Process			Not Used 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
								SR	FQ	Actual Dates									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18		
GR 14	Publicity	No.	As per requirement	SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	1.61	Planned Dates Planned Days Actual Dates		16/08/2023	22/08/2023	27/08/2023	30/08/2023	04/09/2023	10/09/2023			24/09/2023	
GR 15	Outsourcing	No.	As per requirement	OTM/ Others	According to PPA, PPR and Delegation of Financial Power	GOB	28.79	O T M Planned Dates Planned Days Actual Dates		27/07/2023	10/08/2023	24/08/2023	31/08/2023	07/09/2023	05/10/2023			19/10/2023	
GR 16	Labour	Monthly	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	1.07	Planned Dates Planned Days Actual Dates		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	June 2024	
GR 17	Recruitment Examination	No	LS/ As per requirement	OTM/ QCBS/ LTM/SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	620.60	SR FQ O T M Planned Dates Planned Days Actual Dates		16/08/2023	22/08/2023	27/08/2023	30/08/2023	04/09/2023	10/09/2023			24/09/2023	
GR 18	Nirikkha/Samikkha Fee	No/ Taka	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	1.07	Planned Dates Planned Days Actual Dates		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	June 2024	
GR 19	Annulipi	No/ Taka	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	1.49	Planned Dates Planned Days Actual Dates		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	June 2024	
GR 20	Training & Training Materials	No	LS/ As per requirement	OTM/ LTM/SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	226.84	SR FQ O T M Planned Dates Planned Days Actual Dates		03/08/2023	09/08/2023	14/08/2023	17/08/2023	22/08/2023	27/08/2023			10/09/2023	
GR 21	Purchase of Petrol, Well & Lubricant	LTR/ LS	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	73.00	Planned Dates Planned Days Actual Dates		22/08/2023	12/09/2023	26/09/2023	03/10/2023	10/10/2023	07/11/2023			21/11/2023	
GR 22	Purchase of Transport Fuel (CNG & Other Fuel)	LTR/ CM/ LS	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	56.39	Planned Dates Planned Days Actual Dates		06/12/2023	12/12/2023	17/12/2023	20/12/2023	26/12/2023	31/12/2023			14/01/2024	


মোঃ ইদ্রিসুর রহমান
 সমাজসেবা অফিসার
 (ভদাম, সরঞ্জাম ও যানবাহন)
 সমাজসেবা অধিদফতর, ঢাকা।


মোঃ কামরুল ইসলাম চৌধুরী
 পরিচালক (সরঞ্জাম ও যানবাহন)
 সমাজসেবা অধিদফতর, ঢাকা।


ড. আবু সালেহ মোস্তফা কামাল
 মহাপরিচালক
 সমাজসেবা অধিদফতর, ঢাকা।

Package No	Description of Procurement Package	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lakh Tk.	Time Code for Process		Not Used in GOODS	Invoice/ 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
								9	10									
1	GOODS	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
GR 23	Security Service	Monthly	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	38.69	Planned Dates	Actual Dates									03/09/2023
GR 24	Purchase of Computer Materials	No.	As per requirement	OTM/SRFQ/DPM	According to PPA, PPR and Delegation of Financial Power	GOB	35.73	SR	Planned Dates	25/07/2023	01/08/2023	06/08/2023	09/08/2023	14/08/2023	20/08/2023	20/08/2023		03/09/2023
								FQ	Actual Dates	05/09/2023	20/09/2023	04/10/2023	11/10/2023	18/10/2023	25/10/2023	25/10/2023		29/11/2023
GR 24	Purchase of Computer Materials	No.	As per requirement	OTM/SRFQ/DPM	According to PPA, PPR and Delegation of Financial Power	GOB	35.73	O	Planned Dates									
								T	Planned Dates									
GR 24	Purchase of Computer Materials	No.	As per requirement	OTM/SRFQ/DPM	According to PPA, PPR and Delegation of Financial Power	GOB	35.73	M	Actual Dates									
								SR	Planned Dates	01/02/2024	07/02/2024	12/02/2024	15/02/2024	20/02/2024	25/02/2024	25/02/2024		11/03/2024
GR 24	Purchase of Computer Materials	No.	As per requirement	OTM/SRFQ/DPM	According to PPA, PPR and Delegation of Financial Power	GOB	35.73	FQ	Actual Dates	03/08/2023	09/08/2023	14/08/2023	17/08/2023	22/08/2023	27/08/2023	27/08/2023		10/09/2023
								SR	Planned Dates	00	7	4	3	5	5			
GR 24	Purchase of Computer Materials	No.	As per requirement	OTM/SRFQ/DPM	According to PPA, PPR and Delegation of Financial Power	GOB	35.73	O	Planned Dates	30/08/2023	13/09/2023	27/09/2023	04/10/2023	11/10/2023	08/11/2023	08/11/2023		22/11/2023
								T	Planned Dates	00	14	14	7	7				
GR 25	Printing & Binding	No.	As per requirement	OTM/SRFQ/DPM	According to PPA, PPR and Delegation of Financial Power	GOB	31.76	M	Actual Dates	06/12/2023	12/12/2023	17/12/2023	20/12/2023	26/12/2023	31/12/2023	31/12/2023		14/01/2024
								SR	Planned Dates	00	7	5	3	6	5			
GR 25	Printing & Binding	No.	As per requirement	OTM/SRFQ/DPM	According to PPA, PPR and Delegation of Financial Power	GOB	31.76	FQ	Actual Dates	11/09/2023	17/09/2023	21/09/2023	25/09/2023	01/10/2023	08/10/2023	08/10/2023		22/10/2023
								SR	Planned Dates	00	7	5	3	6	7			
GR 26	Purchase of Stamp & Seal	No.	As per requirement	SRFQ/DPM	According to PPA, PPR and Delegation of Financial Power	GOB	2.68	O	Planned Dates	25/07/2023	01/08/2023	06/08/2023	09/08/2023	14/08/2023	20/08/2023	20/08/2023		03/09/2023
								T	Planned Dates									
GR 26	Purchase of Stamp & Seal	No.	As per requirement	SRFQ/DPM	According to PPA, PPR and Delegation of Financial Power	GOB	2.68	M	Actual Dates	27/07/2023	10/08/2023	24/08/2023	31/08/2023	07/09/2023	05/10/2023	05/10/2023		19/10/2023
								SR	Planned Dates	00	7	5	3	5	6			
GR 27	Other Monhari	No.	As per requirement	SRFQ/DPM	According to PPA, PPR and Delegation of Financial Power	GOB	513.08	O	Planned Dates	02/11/2023	08/11/2023	13/11/2023	16/11/2023	21/11/2023	26/11/2023	26/11/2023		10/12/2023
								T	Planned Dates									
GR 27	Other Monhari	No.	As per requirement	SRFQ/DPM	According to PPA, PPR and Delegation of Financial Power	GOB	513.08	M	Actual Dates	01/02/2024	07/02/2024	12/02/2024	15/02/2024	20/02/2024	25/02/2024	25/02/2024		11/03/2024
								SR	Planned Dates	00	7	5	3	5	5			
GR 27	Other Monhari	No.	As per requirement	SRFQ/DPM	According to PPA, PPR and Delegation of Financial Power	GOB	513.08	FQ	Actual Dates	05/04/2024	11/04/2024	16/04/2024	19/04/2024	24/04/2024	29/04/2024	29/04/2024		13/05/2024
								SR	Planned Dates	00	7	5	3	5	5			

স্বাক্ষরিত
মোঃ ইতিম্বর রহমান
 স্মারকসেবা অফিসার
 (সদস্য, সিস্টেম ও যানবাহন)

স্বাক্ষরিত
বিপ্লব কুমার সাহা
 স্মারকসেবা অফিসার
 (সদস্য, সিস্টেম ও যানবাহন)

স্বাক্ষরিত
স্বপন কুমার বিন্দার
 উপপরিচালক (প্রশাসন ও অর্থ)
 স্মারকসেবা অধিদপ্তর, ঢাকা।

স্বাক্ষরিত
মোঃ কামরুল ইসলাম চৌধুরী
 স্মারকসেবা অফিসার
 (সদস্য, সিস্টেম ও যানবাহন)

স্বাক্ষরিত
ড. আবু সালেহ মোস্তফা কামাল
 স্মারকসেবা অধিদপ্তর, ঢাকা।

Package No	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lakh Tk.	Time Code for Process	Not Used 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
	Toiletries Item	no.	As per requirement	SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB		Planned Dates Planned Days Actual Dates		03/08/2023 00	09/08/2023 7	14/08/2023 4	17/08/2023 3	22/08/2023 5	27/08/2023 5	17	10/09/2023 39
	Printing Item (Paper)	no.	As per requirement	SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB		Planned Dates Planned Days Actual Dates		07/09/2023 00	13/09/2023 7	18/09/2023 5	21/09/2023 3	26/09/2023 5	01/10/2023 5	25	15/10/2023 39
	Crookeries Item	no.	As per requirement	SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB		Planned Dates Planned Days Actual Dates		09/10/2023 00	15/10/2023 7	19/10/2023 5	22/10/2023 3	26/10/2023 5	31/10/2023 5	25	14/11/2023 39
	Dress up to 16-20 Grade Employee	no.	As per requirement	SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB		Planned Dates Planned Days Actual Dates		02/11/2023 00	08/11/2023 7	13/11/2023 5	16/11/2023 3	21/11/2023 5	26/11/2023 5	25	10/12/2023 39
	Food, Beverage and Entertainment	SL	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB		Planned Dates Planned Days Actual Dates		13/12/2023 00	19/12/2023 7	24/12/2023 5	27/12/2023 3	31/12/2023 5	04/01/2024 4	24	18/01/2024 38
	Plastic Equipment, Dustmen, Basket, Ball	no.	As per requirement	SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB		Planned Dates Planned Days Actual Dates		21/12/2023 00	27/12/2023 7	01/01/2024 5	04/01/2024 3	09/01/2024 5	14/01/2024 5	25	28/01/2024 39
	Cleaning & Hygening Equipment/ Item	no.	As per requirement	SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB		Planned Dates Planned Days Actual Dates		28/12/2023 00	03/01/2024 7	08/01/2024 5	11/01/2024 3	16/01/2024 5	21/01/2024 6	26	30/01/2024 39
	Purchase of Hardware & Sanitary goods	no.	As per requirement	SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB		Planned Dates Planned Days Actual Dates		01/02/2024 00	07/02/2024 7	12/02/2024 5	15/02/2024 3	20/02/2024 5	25/02/2024 5	25	11/03/2024 39
	Purchase of Misc. goods	no.	As per requirement	SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB		Planned Dates Planned Days Actual Dates		08/03/2024 00	14/03/2024 7	19/03/2024 5	22/03/2024 3	27/03/2024 5	01/04/2024 5	25	15/04/2024 39
	Monihari & Other expenses	no.	As per requirement	OTM/SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB		Planned Dates Planned Days Actual Dates		03/08/2023 00	09/08/2023 7	14/08/2023 4	17/08/2023 3	22/08/2023 5	27/08/2023 5	25	10/09/2023 39
										26/10/2023 00	16/11/2023 21	30/11/2023 14	07/12/2023 7	14/12/2023 7	14/01/2024 28	77	28/01/2024 91
										02/11/2023 00	08/11/2023 7	13/11/2023 5	16/11/2023 3	21/11/2023 5	26/11/2023 5	25	10/12/2023 39
										01/02/2024 00	07/02/2024 7	12/02/2024 5	15/02/2024 3	20/02/2024 5	25/02/2024 5	25	11/03/2024 39
										15/02/2024 00	08/03/2024 21	22/03/2024 14	29/03/2024 7	05/04/2024 7	03/05/2024 28	77	17/05/2024 91

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স্বপন কুমার হালদার

বিপুল কুমার সাহা

মোঃ ইদ্রিসুর রহমান

ড. আবু সালেহ মোস্তফা কামাল
মহাপরিচালক
সমাজসেবা অধিদফতর, ঢাকা।

মোঃ কামরুল ইসলাম চৌধুরী
যুগ্মসচিব
পরিচালক (প্রশাসন ও অর্থ) অ.দা.
সমাজসেবা অধিদফতর, ঢাকা।

স্বপন কুমার হালদার
উপপরিচালক (প্রশাসন ও অর্থ)
সমাজসেবা অধিদফতর, ঢাকা।

বিপুল কুমার সাহা
সহকারী পরিচালক
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সমাজসেবা অধিদফতর, ঢাকা।

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সমাজসেবা অফিসার
(তদাম, সরঞ্জাম ও যানবাহন)
সমাজসেবা অধিদফতর, ঢাকা।

Package No	Description of Procurement Package	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lakh Tk.	Time Code for Process	Not Used 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 28	Dress	No	LS/ As per requirement	SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	1.07	Planned Dates		08/03/2024	14/03/2024	19/03/2024	22/03/2024	27/03/2024	01/04/2024	25	15/04/2024			
GR 29	Procurement of Consultancy Services	No	As per requirement	FBS/QCBS	According to PPA, PPR and Delegation of Financial Power	GOB	17.87	Planned Dates		01/11/2023	15/11/2023	29/11/2023	06/12/2023	13/12/2023	27/12/2023	70	24/01/2024			
GR 30	Research	No	As per requirement	FBS/QCBS	According to PPA, PPR and Delegation of Financial Power	GOB	61.33	Planned Dates		26/10/2023	16/11/2023	30/11/2023	07/12/2023	14/12/2023	14/01/2024	77	28/01/2024			
GR 31	Survey	No	As per requirement	FBS/QCBS	According to PPA, PPR and Delegation of Financial Power	GOB	7.74	Planned Dates		01/11/2023	15/11/2023	29/11/2023	06/12/2023	13/12/2023	27/12/2023	70	24/01/2024			
GR 32	Innovation Seminar	No.	As per requirement	SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	35.73	Planned Dates		-	-	-	-	-	-	-	-			
								Actual Dates		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
								Planned Dates		-	-	-	-	-	-	-	-	-	-	-
								Actual Dates		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
GR 33	Honarium	No	As per requirement	G2G	According to PPA, PPR and Delegation of Financial Power	GOB	19.85	Planned Dates		-	-	-	-	-	-	-	-			
								Actual Dates		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
								Planned Dates		-	-	-	-	-	-	-	-	-	-	-
								Actual Dates		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
GR 34	Event/Festival: Celebrating National and International Days	No	LS/ As per requirement	OTM/LTM/ RFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	255.20	Planned Dates		-	-	-	-	-	-	-	-			
								Actual Dates		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
								Planned Dates		-	-	-	-	-	-	-	-	-	-	-
								Actual Dates		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
GR 37	Land Development Tax	Taka	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	1.31	Planned Dates		-	-	-	-	-	-	-	-			
								Actual Dates		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
								Planned Dates		-	-	-	-	-	-	-	-	-	-	-
								Actual Dates		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
GR 38	City Corporation Tax	Taka	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	12.48	Planned Dates		-	-	-	-	-	-	-	-			
								Actual Dates		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
								Planned Dates		-	-	-	-	-	-	-	-	-	-	-
								Actual Dates		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
GR 39	Sports Programme	No.	As per requirement	OTM/SRFQ / DPM	According to PPA, PPR and Delegation of Financial Power	GOB	22.69	Planned Dates		12/10/2023	18/10/2023	23/10/2023	26/10/2023	31/10/2023	06/11/2023	26	20/11/2023			
								Actual Dates												
								Planned Dates		00	7	5	3	5	6					
								Actual Dates												

স্বাক্ষরিত
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Package No	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lakh Tk.	Time Code for Process	Not Used 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	
								Planned Dates Planned Days Actual Dates		07/11/2023	21/11/2023	05/12/2023	12/12/2023	19/12/2023	26/12/2023		08/01/2024	
										00	14	14	7	7	28	70	84	
GR 40	Cultural Programme	No.	As per requirement	OTM/SRFQ / DPM	According to PPA, PPR and Delegation of Financial Power	GOB	39.70	Planned Dates Planned Days Actual Dates		12/10/2023	18/10/2023	23/10/2023	26/10/2023	31/10/2023	06/11/2023		20/11/2023	
										00	7	5	3	5	6	26	40	
										07/11/2023	21/11/2023	05/12/2023	12/12/2023	19/12/2023	26/12/2023		08/01/2024	
										00	14	14	7	7	28	70	84	
GR 41	Purchase of Vehicle	No	As per requirement	OTM/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	158.77	Planned Dates Planned Days Actual Dates		08/10/2023	05/11/2023	19/11/2023	26/11/2023	03/12/2023	31/12/2023		04/02/2024	
										00	28	14	7	7	28	84	126	
										03/08/2023	09/08/2023	14/08/2023	17/08/2023	22/08/2023	27/08/2023		10/09/2023	
										00	7	4	3	5	5	25	39	
GR 42	ICT Equipment	No.	As per requirement	OTM/SRFQ / DPM	According to PPA, PPR and Delegation of Financial Power	GOB	116.42	Planned Dates Planned Days Actual Dates		06/08/2023	27/08/2023	10/09/2023	17/09/2023	24/09/2023	22/10/2023		05/09/2023	
										00	21	14	7	7	28	77	91	
										05/04/2024	11/04/2024	16/04/2024	19/04/2024	24/04/2024	29/04/2024		13/05/2024	
										00	7	5	3	5	5	25	40	
										03/08/2023	09/08/2023	14/08/2023	17/08/2023	22/08/2023	27/08/2023		10/09/2023	
										00	7	4	3	5	5	25	39	
GR 43	Computer and Misc	No.	As per requirement	OTM/SRFQ / DPM	According to PPA, PPR and Delegation of Financial Power	GOB	68.06	Planned Dates Planned Days Actual Dates		03/09/2023	17/09/2023	01/10/2023	08/10/2023	15/10/2023	12/11/2023		26/11/2023	
										00	14	14	7	7	28	70	84	
										08/03/2024	14/03/2024	19/03/2024	22/03/2024	27/03/2024	01/04/2024		15/04/2024	
										00	7	5	3	5	5	25	39	
										19/09/2023	26/09/2023	01/10/2023	04/10/2023	09/10/2023	15/10/2023		25/10/2023	
										00	7	5	3	5	6	26	40	
GR 44	Tele Communication Equipment	No.	As per requirement	OTM/SRFQ / DPM	According to PPA, PPR and Delegation of Financial Power	GOB	9.37	Planned Dates Planned Days Actual Dates		13/09/2023	27/09/2023	12/10/2023	19/10/2023	26/10/2023	23/11/2023		21/12/2023	
										00	14	14	7	7	28	70	84	
										25/07/2023	01/08/2023	06/08/2023	09/08/2023	14/08/2023	20/08/2023		03/09/2023	
										00	7	5	3	5	6	26	41	
GR 45	Electric Equipment	No.	As per requirement	OTM/SRFQ / DPM	According to PPA, PPR and Delegation of Financial Power	GOB	38.57	Planned Dates Planned Days Actual Dates										

25/10/2023

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(Signature)

(Signature)

(Signature)

ড. আবু সাঈদ মোস্তফা কামাল
মহাপরিচালক
সমাজসেবা অধিদফতর, ঢাকা।

মোঃ কামরুল ইসলাম চৌধুরী
মহাপরিচালক
পরিচালক (প্রশাসন ও অর্থ) অ.দা.
সমাজসেবা অধিদফতর, ঢাকা।

স্বপ্ন কুমার হালদার
উপপরিচালক (প্রশাসন ও অর্থ)
সমাজসেবা অধিদফতর, ঢাকা।

বিপ্লব কুমার সাহা
সহকারী পরিচালক
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মোঃ ইদ্রিস রহমান
সমাজসেবা অফিসার
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								9	10																	
1								O	Planned Dates		10/10/2023	31/10/2023	14/11/2023	21/11/2023	28/11/2023	26/12/2023	77	10/01/2024								
								T	Planned Days										00	21	14	7	7	28		
								M	Actual Dates																	
								SR	Planned Dates										06/02/2024	13/02/2024	18/02/2024	21/02/2024	26/02/2024	04/03/2024	26	18/03/2024
								FQ	Planned Days										00	7	5	3	5	6	26	40
									Actual Dates																	
									Planned Dates										25/07/2023	01/08/2023	06/08/2023	09/08/2023	14/08/2023	20/08/2023	26	03/09/2023
								SR	Planned Days										00	7	5	3	5	6	26	41
								FQ	Actual Dates																	
									Planned Dates										10/10/2023	31/10/2023	14/11/2023	21/11/2023	28/11/2023	26/12/2023	77	10/01/2024
GR 46	Office Equipment	No.	As per requirement	OTM/SRFQ / DPM	According to PPA, PPR and Delegation of Financial Power	GOB	51.04	O	Planned Dates		06/02/2024	13/02/2024	18/02/2024	21/02/2024	26/02/2024	04/03/2024	26	18/03/2024								
								T	Planned Days										00	21	14	7	7	28		
								M	Actual Dates																	
								SR	Planned Dates										06/02/2024	13/02/2024	18/02/2024	21/02/2024	26/02/2024	04/03/2024	26	40
								FQ	Planned Days										00	7	5	3	5	6	26	40
									Actual Dates																	
									Planned Dates										19/09/2023	26/09/2023	01/10/2023	04/10/2023	09/10/2023	15/10/2023	26	25/10/2023
								SR	Planned Days										00	7	5	3	5	6	26	40
								FQ	Actual Dates																	
									Planned Dates										10/10/2023	31/10/2023	14/11/2023	21/11/2023	28/11/2023	26/12/2023	77	10/01/2024
GR 47	Furniture	No.	As per requirement	OTM/SRFQ / DPM	According to PPA, PPR and Delegation of Financial Power	GOB	60.12	O	Planned Dates		01/11/2023	07/11/2023	12/11/2023	15/11/2023	20/11/2023	26/11/2023	26	10/12/2023								
								T	Planned Days										00	21	14	7	7	28		
								M	Actual Dates																	
								SR	Planned Dates										01/11/2023	07/11/2023	12/11/2023	15/11/2023	20/11/2023	26/11/2023	26	40
								FQ	Planned Days										00	7	5	3	5	6	26	40
									Actual Dates																	
									Planned Dates										11/10/2023	18/10/2023	23/10/2023	26/10/2023	31/10/2023	06/11/2023	26	20/11/2023
								SR	Planned Days										00	7	5	3	5	6	26	40
								FQ	Actual Dates																	
									Planned Dates										13/09/2023	19/09/2023	24/09/2023	27/09/2023	02/10/2023	08/10/2023	26	22/10/2023
GR 48	Other Machinery & Equipment	No.	As per requirement	SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	3.89	O	Planned Dates		20/09/2023	10/10/2023	24/10/2023	31/10/2023	07/11/2023	05/12/2023	77	19/12/2023								
								T	Planned Days										00	21	14	7	7	28		
								M	Actual Dates																	
								SR	Planned Dates										20/09/2023	10/10/2023	24/10/2023	31/10/2023	07/11/2023	05/12/2023	77	90
								FQ	Planned Days										00	7	5	3	5	6	26	40
									Actual Dates																	
									Planned Dates										06/02/2024	13/02/2024	18/02/2024	21/02/2024	26/02/2024	04/03/2024	26	18/03/2024
								SR	Planned Days										00	7	5	3	5	6	26	40
								FQ	Actual Dates																	
									Planned Dates										06/02/2024	13/02/2024	18/02/2024	21/02/2024	26/02/2024	04/03/2024	26	40
GR 49	Computer Software	No.	As per requirement	OTM/SRFQ / DPM	According to PPA, PPR and Delegation of Financial Power	GOB	68.19	O	Planned Dates		06/02/2024	13/02/2024	18/02/2024	21/02/2024	26/02/2024	04/03/2024	26	18/03/2024								
								T	Planned Days										00	21	14	7	7	28		
								M	Actual Dates																	
								SR	Planned Dates										06/02/2024	13/02/2024	18/02/2024	21/02/2024	26/02/2024	04/03/2024	26	40
								FQ	Planned Days										00	7	5	3	5	6	26	40
									Actual Dates																	
									Planned Dates										06/02/2024	13/02/2024	18/02/2024	21/02/2024	26/02/2024	04/03/2024	26	40
								SR	Planned Days										00	7	5	3	5	6	26	40
								FQ	Actual Dates																	
									Planned Dates										06/02/2024	13/02/2024	18/02/2024	21/02/2024	26/02/2024	04/03/2024	26	40

GR-12

[Signature]

বিশ্বনাথ কুমার সাহা
সহকারী পরিচালক
(উদ্যম, সরঞ্জাম ও যানবহন)
সমাজসেবা অধিদপ্তর, ঢাকা।

[Signature]

মোঃ কামরুল ইসলাম চৌধুরী
পরিচালক (প্রশাসন ও অর্থ)
সমাজসেবা অধিদপ্তর, ঢাকা।

[Signature]

ড. আবু সাঈদ মোস্তফা কামাল
মহাপরিচালক
সমাজসেবা অধিদপ্তর, ঢাকা।

[Signature]

সমাজসেবা অফিসার
(উদ্যম, সরঞ্জাম ও যানবহন)
সমাজসেবা অধিদপ্তর, ঢাকা।


স্বপন কুমার হালদার
উপপরিচালক (প্রশাসন ও অর্থ)
সমাজসেবা অধিদপ্তর, ঢাকা।

ANNUAL PROCUREMENT PLAN 2023-2024


Ministry / Division : Ministry of Social Welfare
Agency : Department of Social Services
Procuring Entity Name & Code : Head Office, Department of Social Services, Dhaka-1207. **Code:** 1290201117158

Budget: Revenue

Package No	Description of Procurement Package SERVICE	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lakh 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	In Lac Taka.	
																			Planned Dates	Planned Days
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19		
SR 1	Legal Service	LS	As per requirement	DPM	According to PPA, PPR and Delegation of Financial Power	GOB	6.21			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	June 2024	365	


মোঃ ইনামুল হোসেন
 সহকারী পরিচালক
 (তদাম, সরঞ্জাম ও যানবাহন)
 সমাজসেবা অধিদপ্তর, ঢাকা।


মোঃ কামরুল ইসলাম চৌধুরী
 উপপরিচালক
 (প্রশাসন ও অর্থ)
 সমাজসেবা অধিদপ্তর, ঢাকা।


ড. আবু সাঈদ মোস্তফা কামাল
 মহাপরিচালক
 সমাজসেবা অধিদপ্তর, ঢাকা।

ANNUAL PROCUREMENT PLAN 2023-2024

Budget: Revenue


Ministry / Division : Ministry of Social Welfare
 Agency : Department of Social Services
 Procuring Entity Name & Code : Head Office, Department of Social Services, Dhaka-1207. Code: 1290201117158


Package No	Description of Procurement Package WORKS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lakh Tk.	Time Code for Process		Advertise Prequel (if applicable)	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		
								9	10											
WR 1	Repair & Maintenance of Motor Vehicle		As per requirement	OTM/SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	79.40	O	Planned Dates										17	21/12/2023
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
WR 2	Repair & Maintenance of Office Furniture		As per requirement	OTM/SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	14.45	O	Planned Dates										25	02/10/2023
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
WR 3	Repair & Maintenance of Computer & Related Equipment		As per requirement	OTM/SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	10.70	O	Planned Dates										25	15/10/2023
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
WR 4	Repair & Maintenance of Office Equipment & Related Equipment		As per requirement	SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	10.70	O	Planned Dates										25	10/12/2023
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
WR 5	Other Repair & Maintenance		As per requirement	OTM/SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	181.48	O	Planned Dates										25	24/12/2023
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
WR 6	Repair & Maintenance of Anabasic Bhaban		As per requirement	OTM/SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	42.80	O	Planned Dates										77	21/12/2023
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											
								O	Planned Dates											
								T	Planned Days											
								M	Actual Dates											

স্বাক্ষরিত
 সনাজসেবা অধিদপ্তর, ঢাকা।
 (অনুমোদিত)


স্বাক্ষরিত
 সনাজসেবা অধিদপ্তর, ঢাকা।
 (অনুমোদিত)

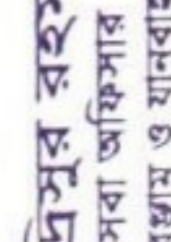
Package No	Description of Procurement Package WORKS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lakh Tk.	Time Code for Process		Advertise Prequel (if applicable)	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total time to Contract Signature	Time for Completion of Contract
								Planned Dates	Actual Dates									
1	2	3	4	5	6	7	8	SR Planned Dates	9	10	11 12/12/2023	12 18/12/2023	13 24/12/2023	14 27/12/2023	15 01/01/2024	16 07/01/2024	17	18 21/12/2023
								FQ Actual Dates			00	7	5	3	5	6	27	41
WR 7	Repair & Maintenance of Other Building and Structure	no.	As per requirement	OTM/SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	224.70	O Planned Dates			13/09/2023	11/10/2023	25/10/2023	01/11/2023	08/11/2023	06/12/2023	84	11/01/2023
								T Planned Dates			00	28	14	7	7	28		120
								M Actual Dates										
WR 8	Repair & Maintenance of Tele Communication Equipment	no.	As per requirement	OTM/SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	9.10	SR Planned Dates			28/12/2023	03/01/2024	08/01/2024	11/01/2024	16/01/2024	21/01/2024	26	30/01/2024
								FQ Actual Dates			00	7	5	3	5	6	26	40
								O Planned Dates			30/11/2023	14/12/2023	28/12/2023	04/01/2023	11/01/2023	08/02/2024		22/02/2024
								T Planned Dates			00	14	14	7	7	28	70	84
								M Actual Dates										
WR 9	Repair & Maintenance of Feting and Fixture	no.	As per requirement	OTM/SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	19.26	SR Planned Dates			04/01/2024	10/01/2024	15/01/2024	18/01/2024	23/01/2024	28/01/2024	25	11/02/2024
								FQ Actual Dates			00	7	5	3	5	5	25	39
								O Planned Dates			12/01/2024	26/01/2024	09/02/2024	16/02/2024	23/02/2024	22/03/2024		04/04/2024
								T Planned Dates			00	14	14	7	7	28	70	84
								M Actual Dates										
WR 10	Repair & Maintenance of Vehicle	no.	As per requirement	OTM/SRFQ/ DPM	According to PPA, PPR and Delegation of Financial Power	GOB	24.41	SR Planned Dates			01/02/2024	07/02/2024	12/02/2024	15/02/2024	20/02/2024	25/02/2024	25	11/03/2024
								FQ Actual Dates			00	7	5	3	5	5	25	39
								O Planned Dates			12/01/2024	26/01/2024	09/02/2024	16/02/2024	23/02/2024	22/03/2024		04/04/2024
								T Planned Dates			00	14	14	7	7	28	70	84
								M Actual Dates										
								SR Planned Dates			08/03/2024	14/03/2024	19/03/2024	22/03/2024	27/03/2024	01/04/2024		15/04/2024
								FQ Actual Dates			00	7	5	3	5	5	25	39

 ১৮/১১/২০২৩
ড. আবু সাঈদ মোস্তফা কামাল
মহাপরিচালক
সমাজসেবা অধিদফতর, ঢাকা।


মোঃ কামরুল ইসলাম চৌধুরী
মুহুরসিবি
পরিচালক (প্রশাসন ও অর্থ) অ.দা.
সমাজসেবা অধিদফতর, ঢাকা।


স্বপন কুমার হালদার
উপপরিচালক (প্রশাসন ও অর্থ)
সমাজসেবা অধিদফতর, ঢাকা।


বিপ্লব কুমার সাহা
সহকারী পরিচালক
(শ্রদাম, সরঞ্জাম ও যানবাহন)
সমাজসেবা অধিদফতর, ঢাকা।


মোঃ ইদ্রিসুর রহমান
সমাজসেবা অফিসার
(শ্রদাম, সরঞ্জাম ও যানবাহন)
সমাজসেবা অধিদফতর, ঢাকা।