



Finance Division, Ministry of Finance

Strengthening Public Financial Management Program to Enable Service Delivery
(SPFMS)

Annual Procurement Plan

FY 2022-23



Scheme on Internal Audit and Audit Follow-up

Address: Shaheed Prokoushali Bhaban, IEB Head Quarter (4th Floor), Ramna, Dhaka-1000

(Annual Procurement Plan)
FY 2022-2023


Summary of Procurement:


FY 2022-2023

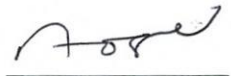
	BDT in Lac
Goods	243.00
Consulting Service (Individual)	372.00
Non Consulting Service (Firm)	22.00
Consulting Service (Firm)	100.00
Total	737.00

Abdullah

Prepared by


Checked by


Verified by


NPD

ANNUAL PROCUREMENT PLAN

Finance Ministry / Division-Finance

Agency : Finance Division

Procuring Entity Name & Code

Programme Name & Code: Strengthening Public Financial Management to Enable Service Delivery (SPFMS) 1090101-320000-200

Scheme Name: Scheme on Internal Audit and Audit Follow-Up

Goods

Package No	Product Description	Measure of Unit	Total Quantity	Procurement Method & Pattern	Procurement Approving Authority	Total cost in Lac Taka	Time Code for Process	invite/ Advertise Tender	Tender Opening	Tender Evaluation	Appraisal 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
IA-G17	Computer and Accessories	8 Nos		OTM	PE	52.00	Planned Dates	1st Oct'22	14 Nov'22	24 Nov'22	1st Dec'22	8 Dec'22	29 Dec'22	60 days	
	Laptop		6				Planned Days	14	10	7	7	21			
	Desktop		10				Actual Date								
	Server		1				Actual days								
	UPS		10												
	Printer- (Small Size)		19												
	Multimedia Set		1												
	Scanner (Duplex)		4												
	External Storage Device		4												
IA-G18	Office Equipment	11 Nos		OTM	PE	20.00	Planned Dates	1st Nov'22	14 Nov'22	24 Nov'22	30th Nov'22	7 Dec'22	28 Dec'22	60 days	
	Photocopier		2				Planned Days	14	10	7	7	21			
	Laminating Machine		4				Actual Date								
	Spiral binding machine		3				Actual days								
	Smart TV		1												
	Water dispenser		3												
	Microwave Oven		5												
	Refrigerator		2												
	Coffee Maker		5												
	Sound System		1												
	Headphone		2												
	Electric Cattle		5												
	Multiplug		32												
IA-G19	Office Equipment	1 Set		RFQ/DTM	PE	5.00	Planned Dates	7 Nov'22	17 Nov'22	24 Nov'22		1st Dec'22		24 days	
	Seminar Set & Sound System		1				Planned Days	10	7		7				
							Actual Date								
							Actual days								

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Package No	Product Description	Measure of Unit	Total Quantity	Procurement Method & Pattern	Procurement Approving Authority	Total cost in Lac Taka	Time Code for Process	invite/ Advertise Tander	Tender Opening	Tender Evaluation	Appraisal 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
IA-G20	Furniture	17 Nos		OTM	PE	46.00	Planned Dates	1st Dec'22	14 Dec'22	24 Dec'22	31st Dec'22	7 Jan'23	28 Jan'23	60 days	
	Sofa		2				Planned Days		14	10	7	7	21		
	Centre table		9				Actual Date								
	Steel cupboard		2				Actual days								
	Wooden cabinets		10												
	Book Cabinet (Laminated Board, Glass)		1												
	File Cabinet		18												
	Small Drawer/ Side Drawer		15												
	Multipurpose shelf		10												
	Computer table		35												
	Tea Table		10												
	Tea Trolley		2												
	Executive Table		2												
	Executive Chair		7												
	Office Desk		4												
	Office Desk Chair		14												
	Office Chair		21												
Dyas Table	1														
IA-G21	Computer Accessories and other Stationary	Nos	LS	FWA	PE	10.00	Planned Dates	1st Sep'22	11 Sep'22	18 Sep'22		25 Sep'22		24 days	
							Planned Days		10	7		7			
							Actual Date								
							Actual days								
IA-G24	Office Equipment	Nos		RFQ/DTM	PE	5.00	Planned Dates	7 Nov'22	17 Nov'22	24 Nov'22		1st Dec'22		24 days	
	DSLR Camera		1				Planned Days		10	7		7			
	Voice Recorder		2				Actual Date								
	Hand speaker		2				Actual days								
	Portable Microphone & Speaker		2												
IA-G25	Internal Decoration	2 Nos		RFQ	PE	5.00	Planned Dates	1st Dec'22	11 Dec'22	18 Dec'22		25 Dec'22		24 days	
	Indoor Plant Table						Planned Days		10	7		7			
	Flower Cabinet						Actual Days								
IA-G26	Computer Software	1 Nos	1	OTM	PE	100.00	Planned Dates	28 Dec'22	12 Jan'23	22 Jan'23	27 Jan'23	4th Feb'23	25 Feb'23	60 days	
								Planned Days		14	10	7	7	21	
								Actual Days							
Total						243.00									

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Annual Procurement Plan: Consulting Services (Individual)

Finance Ministry / Division-Finance

Agency Finance Division

Procuring Entity Name & Code

Programme Name & Code: Strengthening Public Financial Management to Enable Service Delivery (SPFMS) 1090101-320000-200

Scheme Name: Scheme on Internal Audit and Audit Follow-up

Package No	Description of procurement package	Unit	Total Quantity	Procurement Method & pattern	Procurement Approving Authority	Source of Funds	Total cost in Lac Taka	Time Code for Process	Advertise EoI	Issue RFP	Proposal opening	Proposal Evaluation	Finacial Proposal Opening & Evaluation	Negotiation	Approval	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	19	
IA-S15	Sr. Consultant-Internal Auditor- 1	PM	12	ICS/SSS	HOPE	GoB	42.00	Planned Dates	1st Nov'22		21th Nov'22	5th Dec'22	12th Dec'22	20th Dec'22	27th Dec'22	4 Jun'23	65 days		
								Planned Days			21	14	7	7	7	7			
								Actual Dates											
								Actual Days											
IA-S16	Sr. Consultant-Internal Auditor- 2	PM	12	ICS/SSS	HOPE	GoB	42.00	Planned Dates	1st Nov'22		21th Nov'22	5th Dec'22	12th Dec'22	20th Dec'22	27th Dec'22	4 Jun'23	65 days		
								Planned Days			21	14	7	7	7	7			
								Actual Dates											
								Actual Days											
IA-S17	Sr. Consultant-Internal Auditor- 3	PM	12	ICS/SSS	HOPE	GoB	42.00	Planned Dates	1st Nov'22		21th Nov'22	5th Dec'22	12th Dec'22	20th Dec'22	27th Dec'22	4 Jun'23	65 days		
								Planned Days			21	14	7	7	7	7			
								Actual Dates											
								Actual Days											
IA-S18	Sr. Consultant-Internal Auditor- 4	PM	12	ICS/SSS	HOPE	GoB	42.00	Planned Dates	1st Nov'22		21th Nov'22	5th Dec'22	12th Dec'22	20th Dec'22	27th Dec'22	4 Jun'23	65 days		
								Planned Days			21	14	7	7	7	7			
								Actual Dates											
								Actual Days											
IA-S19	Sr. Consultant-Internal Auditor- 5	PM	12	ICS/SSS	HOPE	GoB	42.00	Planned Dates	1st Nov'22		21th Nov'22	5th Dec'22	12th Dec'22	20th Dec'22	27th Dec'22	4 Jun'23	65 days		
								Planned Days			21	14	7	7	7	7			
								Actual Dates											
								Actual Days											
IA-S20	Sr. Consultant-Procurement Specialist 1	PM	12	ICS/SSS	HOPE	GoB	42.00	Planned Dates	1st Nov'22		21th Nov'22	5th Dec'22	12th Dec'22	20th Dec'22	27th Dec'22	4 Jun'23	65 days		
								Planned Days			21	14	7	7	7	7			
								Actual Dates											
								Actual Days											

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Package No	Description of procurement package	Unit	Total Quantity	Procurement Method & pattern	Procurement Approving Authority	Source of Funds	Total cost in Lac Taka	Time Code for Process	Advertise EoI	Issue RFP	Proposal opening	Proposal Evaluation	Finacial Proposal Opening & Evaluation	Negotiation	Approval	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	19	
IA-S21	Senior IT Consultant 1	PM	12	ICS	HOPE	GoB	36.00	Planned Dates	1st Aug'22		14th Aug '22	20 Aug'22	27 Aug'22	5th Sep'22	12 Sep'22	20 Sep'22	60 days		
								Planned Days			14	7	7	7	7	7			
								Actual Dates											
								Actual Days											
IA-S22	IT Consultant-Programmer 1	PM	12	ICS	HOPE	GoB	24.00	Planned Dates	1st Aug'22		14th Aug '22	20 Aug'22	27 Aug'22	5th Sep'22	12 Sep'22	20 Sep'22	60 days		
								Planned Days			14	7	7	7	7	7			
								Actual Dates											
								Actual Days											
IA-S23	Junior Consultant-Internal Auditor 1	PM	12	ICS/SSS	HOPE	GoB	12.00	Planned Dates	1st Nov'22		21th Nov'22	5th Dec'22	12th Dec'22	20th Dec'22	27th Dec'22	4 Jua'23	65 days		
								Planned Days			21	14	7	7	7	7			
								Actual Dates											
								Actual Days											
IA-S24	Junior Consultant-Internal Auditor 2	PM	12	ICS/SSS	HOPE	GoB	12.00	Planned Dates	1st Nov'22		21th Nov'22	5th Dec'22	12th Dec'22	20th Dec'22	27th Dec'22	4 Jua'23	65 days		
								Planned Days			21	14	7	7	7	7			
								Actual Dates											
								Actual Days											
IA-S25	Junior Consultant-Procurement 1	PM	12	ICS/SSS	HOPE	GoB	12.00	Planned Dates	1st Nov'22		21th Nov'22	5th Dec'22	12th Dec'22	20th Dec'22	27th Dec'22	4 Jua'23	65 days		
								Planned Days			21	14	7	7	7	7			
								Actual Dates											
								Actual Days											
IA-S26	Junior Consultant-Administration & Training 1	PM	12	ICS/SSS	HOPE	GoB	12.00	Planned Dates	1st Nov'22		21th Nov'22	5th Dec'22	12th Dec'22	20th Dec'22	27th Dec'22	4 Jua'23	65 days		
								Planned Days			21	14	7	7	7	7			
								Actual Dates											
								Actual Days											
IA-S27	Junior Consultant- IT 1	PM	12	ICS	HOPE	GoB	12.00	Planned Dates	1st Aug'22		14th Aug '22	20 Aug'22	27 Aug'22	5th Sep'22	12 Sep'22	20 Sep'22	60 days		
								Planned Days			14	7	7	7	7	7			
								Actual Dates											
								Actual Days											
Total =							372.00												

Abdullah




Annual Procurement Plan: Non-Consulting Services (Individual/Firm)

Finance Ministry / Division-Finance

Agency Finance Division

Procuring Entity Name & Code

Programme Name & Code: Strengthening Public Financial Management to Enable Service Delivery (SPFMS) 1090101-320000-200

Scheme Name: Scheme on Internal Audit and Audit Follow-up

Package No	Description of procurement package Goods	Unit	Total Quantity	Procurement Method & pattern	Procurement Approving Authority	Source of Funds	Total cost in Lac Taka	Time Code for Process	Advertise EoI	Issue RFP	Proposal opening	Proposal Evaluation	Final Proposal Opening & Evaluation	Negotiation	Approval	Signing of Contract	Total time to Contract Signature	Time for Completion of Contract		
IA-S03	Shahayok Services (Firm-outsourcing)	PM	36	OTM / SSS	PE	GoB	10.00	Planned Dates	1st Jan'23		15th Jan'23	23 Jan'23	28 Jan'23	28 Jan'23	5th Feb'23	20th Feb'23	50 days			
								Planned Days			14	7	5	1	7	14				
								Planned Dates												
								Planned Days												
IA-S04	Data Entry	PM	12	OTM	PE	GoB	12.00	Planned Dates	1st Jan'23	1st Jan'23	15th Jan'23	23 Jan'23	28 Jan'23	28 Jan'23	5th Feb'23	20th Feb'23	50 days			
								Planned Days			14	7	5	1	7	14				
								Actual Dates												
								Actual Days												
						Total =	22.00													

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Annual Procurement Plan: Consulting Services (Firm)

Finance Ministry / Division-Finance

Agency Finance Division

Procuring Entity Name & Code

Programme Name & Code: Strengthening Public Financial Management to Enable Service Delivery (SPFMS) 1090101-320000-200

Scheme Name: Scheme on Internal Audit and Audit Follow-up

Package No	Description of procurement package Goods	Unit	Total Quantity	Procurement Method & pattern	Procurement Approving Authority	Source of Funds	Total cost in Lac Taka	Time Code for Process	Advertise EoI	Issue RFP	Proposal opening	Proposal Evaluation	Finacial Proposal Opening & Evaluation	Negotiation	Approval	Signing of Contract	Total time to Contract Signature	Time for Completion of Contract	
IA-S05	Consultant (Audit Firm)	PM	30	QCBS	PE	GoB	100.00	Planned Dates	26th July'22	14th Aug '22	10 Sep'22	25 Sep'22	02 Oct'22	9 Oct'22	17 Oct'22	3 Nov'22	120 days		
								Planned Days		18	28	14	7	7	14	14			
								Actual Dates											
								Actual Days											
						Total =	100.00												

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