

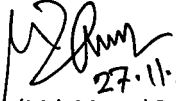
Government of the People's Republic of Bangladesh  
Finance Division, Ministry of Finance  
Strengthening Public Financial Management Program to Enable Service Delivery (SPFMS)  
Scheme on PFM Reforms Leadership, Coordination and Monitoring  
IEB Bhaban (4th Floor), Ramna, Dhaka-1000  
[www.spfms.gov.bd](http://www.spfms.gov.bd)

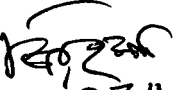
**ANNUAL PROCUREMENT PLAN**  
**FY 2023-24**

**Summary of Procurement**

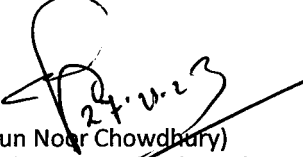
BDT (in Lac Taka)

<b>Types</b>	<b>Estimated Cost</b>
<b>Goods</b>	<b>114.10</b>
<b>Service</b>	
<b>Individual Consultant</b>	<b>1,320.72</b>
<b>Non Consulting Services</b>	<b>215.60</b>
<b>Total</b>	<b>1,650.42</b>

  
27.11.23  
(Md. Masud Rana)  
Junior Consultant (Executive)  
SPFMS, Finance Division,  
Ministry of Finance

  
27.11.23  
(Md. Zillur Rahman)  
Senior Consultant  
(Procurement Specialist)  
SPFMS, Finance Division,  
Ministry of Finance

  
27.11.23  
(Saima Shahin Sultana)  
Program Executive & Coordinator  
SPFMS, Finance Division, Ministry of  
Finance

  
24.11.23  
(Shirajun Noor Chowdhury)  
Additional Secretary (Budget-1)  
Finance Division, Ministry of Finance  
&  
National Program Director, SPFMS

  
29/11/2023  
(Dr. Md Khairuzzaman Mozumder)  
Secretary  
Finance Division, Ministry of Finance  
&  
HOPE, SPFMS

## ANNUAL PROCUREMENT PLAN 2023-24

Ministry: Ministry of Finance

Agency: Finance Division

Procuring Entity Name & Code NA

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

Scheme Name: Scheme on PFM Reforms Leadership, Coordination & Monitoring

Budget : Development

Goods

Package No	Description	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost in Lac Tk.	Time Code for Process	invitation/ 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	Remarks						
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17							
FD-GD37	Stationary, Cleaning and Washing Items	LS	LS	RFQ	NPD	IDA/GoB	4.00	Planned Dates	10-Dec-23	17-Dec-23	17-Dec-23	24-Dec-23	27-Dec-23	30-Dec-23	16	17							
								Planned Days	0	7	0	7	3	3	20	14							
								Actual Dates															
FD-GD39	Computer Consumables	LS	LS	RFQ	NPD	IDA/GoB	4.50	Planned Dates	17-Dec-23	24-Dec-23	24-Dec-23	31-Dec-23	3-Jan-24	6-Jan-24	20	20							
								Planned Days	0	7	0	7	3	3	20	14							
								Actual Dates															
FD-GD40	Office Equipments for IPF Smart Board	Nos.	1	RFQ	NPD	IDA/GoB	5.00	Planned Dates	27-Jul-23	3-Aug-23	3-Aug-23	10-Aug-23	13-Aug-23	16-Aug-23	20	30-Aug-23	Completed						
								Planned Days	0	7	0	7	3	3	20	14							
								Actual Dates	7-Aug-23	13-Aug-23	13-Aug-23	17-Aug-23	17-Aug-23	19-Aug-23	19-Aug-23								
FD-GD41	Computer and Accessories			OTM	NPD	IDA/GoB	32.00	Planned Dates	21-Dec-23	6-Jan-24	20-Jan-24	27-Jan-24	3-Feb-24	2-Mar-24		31-May-24							
								Planned Days	0	16	14	7	7	28	72	90							
								Actual Dates															
								Actual Dates															
FD-GD42	Office Equipments for IPF and Scheme	Nos.	10	OTM	NPD	IDA/GoB	48.00	Planned Dates	28-Dec-23	13-Jan-24	27-Jan-24	3-Feb-24	10-Feb-24	9-Mar-24		8-May-24							
								Planned Days	0	16	14	7	7	28	72	60							
								Actual Dates															
								Actual Dates															
FD-GD43	Office Furniture for IPF			OTM	NPD	IDA/GoB	15.50	Planned Dates	4-Jan-24	20-Jan-24	3-Feb-24	10-Feb-24	17-Feb-24	16-Mar-24		15-May-24							
								Planned Days	0	16	14	7	7	28	72	60							
								Actual Dates															
								Actual Dates															
								Actual Dates															
FD-GD44	Printing and Binding-1	LS	LS	RFQ	NPD	IDA/GoB	3.10	Planned Dates	19-Nov-23	26-Nov-23	26-Nov-23	3-Dec-23	6-Dec-23	9-Dec-23		23-Dec-23							
								Planned Days	0	7	0	7	3	3	20	14							
								Actual Dates															
FD-GD45	Printing and Binding-2	LS	LS	RFQ	NPD	IDA/GoB	2.00	Planned Dates	14-Mar-24	21-Mar-24	21-Mar-24	28-Mar-24	31-Mar-24	3-Apr-24		17-Apr-24							
								Planned Days	0	7	0	7	3	3	20	14							
								Actual Dates															
<b>Sub-Total</b>							<b>114.10</b>																

Consulting Services (Individual)

**ANNUAL PROCUREMENT PLAN 2023-24**

Ministry: Ministry of Finance

Agency: Finance Division

Procuring Entity Name & Code NA

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

Scheme Name: Scheme on PFM Reforms Leadership, Coordination & Monitoring

Budget : Development

Consulting Services (Individual)

Package No	Description	Unit	Qty.	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost in Lac Tk.	Time Code for Process	Advertise EoI	Issue RFP	Proposal opening	Proposal Evaluation	Financial Proposal Opening & Evaluation	Negotiation	Approval	Signing of Contract	Total time to Contract Signature	Time for Completion of Contract	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
FD-S1	Program Executive and Coordinator-1	Months	15.14	SIC/SSS	HOPE	IDA/GoB	78.26	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		14-Oct-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S2	Program Executive and Coordinator-2	Months	12	SIC/SSS	HOPE	IDA/GoB	57.27	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S3	Program Executive and Coordinator-3	Months	12	SIC/SSS	HOPE	IDA/GoB	57.27	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S4	Program Executive and Coordinator-4	Months	15	SIC/SSS	HOPE	IDA/GoB	69.00	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S5	Program Executive and Coordinator-5	Months	12	SIC/SSS	HOPE	IDA/GoB	55.20	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Sep-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S6	Program Executive and Coordinator-6	Months	12	SIC/SSS	HOPE	IDA/GoB	51.06	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S7	Program Executive and Coordinator-7	Months	12	SIC/SSS	HOPE	IDA/GoB	49.83	Planned Dates	29-Jan-23	-	16-Feb-23	9-Mar-23	-	16-Mar-23	23-Mar-23	20-Apr-23		30-Jun-24	
								Planned Days			18	21	-	7	7	28	81	437	
								Actual Dates	16-Jan-23		6-Feb-23	30-Apr-23		10-Jul-23		24-Aug-23		23-Aug-24	
FD-S8	Program Executive and Coordinator-8	Months	12	SIC/SSS	HOPE	IDA/GoB	50.91	Planned Dates	20-Jul-23	-	7-Aug-23	28-Aug-23	-	4-Sep-23	11-Sep-23	9-Oct-23		30-Jun-24	
								Planned Days			18	21	-	7	7	28	81	265	
								Actual Dates	10-Jul-23		27-Jul-23	11-Sep-23		17-Sep-23		13-Nov-23		12-Nov-24	
FD-S9	Senior Consultant (Monitoring and Evaluation)	Months	12	SIC/SSS	HOPE	IDA/GoB	48.30	Planned Dates	20-Jul-23	-	7-Aug-23	28-Aug-23	-	4-Sep-23	11-Sep-23	9-Oct-23		30-Jun-24	
								Planned Days			18	21	-	7	7	28	81	265	
								Actual Dates											
FD-S10	Senior Consultant (Procurement Specialist)	Months	24	SIC/SSS	HOPE	IDA/GoB	93.53	Planned Dates	20-Jul-23	-	7-Aug-23	28-Aug-23	-	4-Sep-23	11-Sep-23	9-Oct-23		30-Jun-24	
								Planned Days			18	21	-	7	7	28	81	265	
								Actual Dates	10-Jul-23		27-Jul-23	11-Sep-23		17-Sep-23		24-Sep-23		23-Sep-24	

*[Handwritten signatures and initials]*

Consulting Services (Individual)

Package No	Description	Unit	Qty.	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost in Lac Tk.	Time Code for Process	Advertise Eol	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	Remarks	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
FD-S11	Implementation Support Consultant-1	Months	12	SIC/SSS	HOPE	IDA/GoB	42.09	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended	
								Planned Days												
								Actual Dates			16									
FD-S12	Implementation Support Consultant-2	Months	12	SIC/SSS	HOPE	IDA/GoB	41.40	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended	
								Planned Days												
								Actual Dates			16									
FD-S13	Implementation Support Consultant-3	Months	12	SIC/SSS	HOPE	IDA/GoB	40.71	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended	
								Planned Days												
								Actual Dates			16									
FD-S14	Implementation Support Consultant-4	Months	12	SIC/SSS	HOPE	IDA/GoB	36.57	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended	
								Planned Days												
								Actual Dates			16									
FD-S15	Implementation Support Consultant-5	Months	12	SIC/SSS	HOPE	IDA/GoB	33.12	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended	
								Planned Days												
								Actual Dates			16									
FD-S16	Implementation Support Consultant-6	Months	12	SIC/SSS	HOPE	IDA/GoB	31.05	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended	
								Planned Days												
								Actual Dates			16									
FD-S17	Implementation Support Consultant-7	Months	12	SIC/SSS	HOPE	IDA/GoB	28.37	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended	
								Planned Days												
								Actual Dates			16									
FD-S18	Implementation Support Consultant-8	Months	12	SIC/SSS	HOPE	IDA/GoB	38.33	Planned Dates	29-Jan-23	-	16-Feb-23	9-Mar-23	-	16-Mar-23	23-Mar-23	20-Apr-23		30-Jun-24		
								Planned Days			18	21	-	7	7	28	81			
								Actual Dates	16-Jan-23		6-Feb-23	30-Apr-23		10-Jul-23		18-Sep-23		17-Sep-23		
FD-S19	Implementation Support Consultant-9	Months	12	SIC/SSS	HOPE	IDA/GoB	34.50	Planned Dates	29-Jan-23	-	16-Feb-23	9-Mar-23	-	16-Mar-23	23-Mar-23	20-Apr-23		30-Jun-24		
								Planned Days			18	21	-	7	7	28	81			
								Actual Dates	16-Jan-23		6-Feb-23	30-Apr-23		10-Jul-23		27-Aug-23		26-Aug-24		
FD-S20	Implementation Support Consultant-10	Months	12	SIC/SSS	HOPE	IDA/GoB	42.00	Planned Dates	1-Feb-24	NA	19-Feb-24	11-Mar-24	NA	18-Mar-24	25-Mar-24	22-Apr-24		22-Apr-26		
								Planned Days			18	21	-	7	7	28	81			
								Actual Dates			16									
FD-S21	Implementation Support Consultant-11	Months	12	SIC/SSS	HOPE	IDA/GoB	42.00	Planned Dates	1-Feb-24	NA	19-Feb-24	11-Mar-24	NA	18-Mar-24	25-Mar-24	22-Apr-24		22-Apr-26		
								Planned Days			18	21	-	7	7	28	81			
								Actual Dates			16									
FD-S22	Consultant (Communication Strategy)	Months	12	SIC/SSS	HOPE	IDA/GoB	33.73	Planned Dates	20-Jul-23	-	7-Aug-23	21-Aug-23	-	28-Aug-23	4-Sep-23	2-Oct-23		30-Jun-24		
								Planned Days			18	14	-	7	7	28	74			
								Actual Dates												272

Consulting Services (Individual)

Package No	Description	Unit	Qty.	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost in Lac Tk.	Time Code for Process	Advertise EoI	Issue RFP	Proposal opening	Proposal Evaluation	Financial Proposal Opening & Evaluation	Negotiation	Approval	Signing of Contract	Total time to Contract Signature	Time for Completion of Contract	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
FD-S23	Consultant (Finance and Accounts Manager)	Months	12	SIC/SSS	HOPE	IDA/GoB	27.60	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S24	Consultant (Office Manager)	Months	12	SIC/SSS	HOPE	IDA/GoB	17.63	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S25	IT Consultant (Programmer)	Months	12	SIC/SSS	HOPE	IDA/GoB	42.00	Planned Dates	20-Jul-23	-	7-Aug-23	28-Aug-23	-	4-Sep-23	11-Sep-23	9-Oct-23		30-Jun-24	
								Planned Days			18	21	-	7	7	28	81	265	
								Actual Dates	10-Jul-23		27-Jul-23								
FD-S26	Jr. IT Consultant	Months	12	SIC/SSS	HOPE	IDA/GoB	18.00	Planned Dates	20-Jul-23	-	7-Aug-23	28-Aug-23	-	4-Sep-23	11-Sep-23	9-Oct-23		30-Jun-24	
								Planned Days			18	21	-	7	7	28	81	265	
								Actual Dates	10-Jul-23		27-Jul-23								
FD-S27	Jr. Consultant (Assistant Office Manager)	Months	12	SIC/SSS	HOPE	IDA/GoB	15.33	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S28	Jr. Consultant-Accounts-1	Months	12	SIC/SSS	HOPE	IDA/GoB	15.33	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S29	Jr. Consultant-Accounts-2	Months	12	SIC/SSS	HOPE	IDA/GoB	11.50	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S30	Jr. Consultant- Executive-1	Months	12	SIC/SSS	HOPE	IDA/GoB	15.33	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S31	Jr. Consultant- Executive-2	Months	12	SIC/SSS	HOPE	IDA/GoB	13.03	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S32	Jr. Consultant- Executive-3	Months	12	SIC/SSS	HOPE	IDA/GoB	12.27	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S33	Jr. Consultant- Executive-4	Months	12	SIC/SSS	HOPE	IDA/GoB	12.27	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S34	Jr. Consultant- Executive-5	Months	12	SIC/SSS	HOPE	IDA/GoB	12.27	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											

Handwritten signatures and initials are present at the bottom of the page, including a large signature on the left, a set of initials in the middle, and another signature on the right.

Consulting Services (Individual)

Package No	Description	Unit	Qty.	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost in Lac Tk.	Time Code for Process	Advertise Eol	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	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
FD-S35	Jr. Consultant- Executive-6	Months	12	SIC/SSS	HOPE	IDA/GoB	10.73	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S36	Jr. Consultant- Executive-7	Months	12	SIC/SSS	HOPE	IDA/GoB	10.73	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S37	Jr. Consultant- Executive-8	Months	12	SIC/SSS	HOPE	IDA/GoB	10.73	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S38	Jr. Consultant- Executive-9	Months	12	SIC/SSS	HOPE	IDA/GoB	11.50	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											
FD-S39	Jr. Consultant- Executive-10	Months	12	SIC/SSS	HOPE	IDA/GoB	9.97	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
								Planned Days											
								Actual Dates											

Sub-Total: 1,320.72

**ANNUAL PROCUREMENT PLAN 2023-24**

Ministry: Ministry of Finance

Agency: Finance Division

Procuring Enty Name & Code NA

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

Scheme Name: Scheme on PFM Reforms Leadership, Coordination & Monitoring

Budget : Development

**Non Consulting Services**

Package No	Description	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost in Lac Tk.	Time Code for Process	invitation/A dvertise Tander	Tender Opening	Tender Evaluation	Appralal to Award	Notification of Award	Signing of Contract	Total time to Contract Signature	Time for Completion of Contract	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	
FD-NS1	Services to be Outsourced	Months	12	OTM	HOPE/NPD	IDA/GoB	57.00	Planned Dates	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
	Planned Days												0				
	Actual Dates																
FD-NS2	Transport Services-1	Months	12	OTM	HOPE/NPD	IDA/GoB	128.00	Planned Dates	NA	NA	NA	NA	NA	NA		30-Jun-24	In continuation of previous assignment contract has been extended
	Planned Days												0				
	Actual Dates																
FD-NS3	Transport Services-2	Months	30	OTM	HOPE/NPD	IDA/GoB	30.60	Planned Dates	10-Dec-23	28-Dec-23	18-Jan-24	25-Jan-24	1-Feb-24	29-Feb-24		30-Jun-26	
	Planned Days							0	18	21	7	7	28	81			
	Actual Dates																

Total = 215.60