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Government of the People's Republic of Bangladesh



Finance Division, Ministry of Finance

Scheme on Improving Pension Management System and Quality and Timeliness of Financial Reporting

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


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

Date: ১০/০১/২০২৪

(ANNUAL PROCUREMENT PLAN)
FY 2023-2024

Summary of Procurement


	BDT (in Lac)
Goods	238.50
Service (Individual)	625.75
Service (Firm)	54.37
Non Consulting Service	2.11
Total	920.73


Prepared by


Checked by
(Md. Zillur Rahman)
Senior Consultant (Procurement Specialist)
Strengthening Public Financial Management Program to
Enable Service Delivery (SPFM-ES)
Finance Division, Ministry of Finance


Verified by

তনিমা তাসমিন
প্রোগ্রাম এনালিস্ট/উইড আন্ড কোর্ডিনেটর
সরকারি আর্থিক ব্যবস্থাপনা পরিশোধকরণ কর্মসূচী (সিপিএম-এমএস)
অর্থবিভাগ, অর্থমন্ত্রণালয়


Recommended by
মোঃ হোসাইনুল মতিন
অতিরিক্ত সচিব
অর্থ বিভাগ, অর্থ মন্ত্রণালয়
গণপ্রজাতন্ত্রী বাংলাদেশ

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(ANNUAL PROCUREMENT PLAN)
FY 2023-2024

Summary of Procurement

Type	Current		Proposed	
	package Number	Current Ammount	package Number	Current Ammount
Goods	11	147.99	12	238.50
Service (Individual)	35	616.55	38	625.75
Service (Firm)	1	20	3	54.37
Non Consulting Service	1	9	1	2.11
Total	48	793.54	54	920.73

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ANNUAL PROCUREMENT PLAN: 2023-24 FY

Ministry/Division-Finance Division
 Agency : Finance Division
 Procuring Entity Name & Code

Project /Programme Name & Code: Strengthening Public Financial Management Program to Enable Service Delivery (SPFMS)
 Scheme Name: Improving Pension Management System and Quality and Timeliness of Financial Reporting

Budget : Development

Goods

Package No	Description of procurement package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost (in Lac Tk)	Contract value	Time Code for Process	invita/ Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Name of Supplier	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
1	FDP-GD43	nos	Computer & Accessories	OTM	HOPE/ NPD	IDA/GoB	45.00		Planned Dates	15-Jan-24	31-Jan-24	07-Feb-24	14-Feb-24	21-Feb-24	20-Mar-24		147		
	Laptop		8						Planned Days		42	42	28	7	28		147		
	Desktop & UPS (Microsoft Windows)		20						Actual Dates										
	Printer- (big Size) (Colour)		3																
	Printer- (Duplex Size)		8																
	Scanner (legal)		8																
2	FDP-GD44	LS	Computer & Accessories	RFQ	HOPE/ NPD	IDA/GoB	5.00	4,11,500	Planned Dates	01-Jan-24	08-Jan-24	08-Jan-24	11-Jan-24	16-Jan-24	Excel	15			
	Firewall		LS						Planned Days	0	7	0	3	5		15			
	Others		LS						Actual Dates							22			
3	FDP-GD45	LS	Printing & Binding	RFQ	HOPE/ NPD	IDA/GoB	3.57		Planned Dates	07-Sep-23	07-Sep-23	07-Sep-23	10-Sep-23	15-Sep-23	Ruminative	15		Completed	
	Notebook/Diary		LS						Planned Days	0	7	0	3	5		15			
	Folder		LS						Actual Dates										
	Leaflet		LS																
	Pen		LS																
4	FDP-GD46	LS	Interior Decoration	OTM	HOPE/ NPD	IDA/GoB	20.00		Planned Dates	25-Jan-24	10-Feb-24	17-Feb-24	24-Feb-24	02-Mar-24	30-Mar-24		147		
			LS						Planned Days		42	42	28	7	28		147		
			LS						Actual Dates										
6	FDP-GD48	nos	Office Equipment	OTM	HOPE/ NPD	IDA/GoB	15.00		Planned Dates	25-Jan-24	10-Feb-24	17-Feb-24	24-Feb-24	02-Mar-24	30-Mar-24		147		
	Vedio Confarance Equipment		1						Planned Days		42	42	28	7	28		147		
	Multimedia Projector		3						Actual Dates								0		
	Spiral Binding Machine		2														0		
	Digital Board (Smart Board)		1																
7	FDP-GD49	nos	Office Equipment	RFQ	HOPE/ NPD	IDA/GoB	4.93		Planned Dates	10-Oct-23	17-Oct-23	17-Oct-23	20-Oct-23	25-Oct-23	MA enterprise	15		completed	
	Refrigerator		1						Planned Days	0	7	0	3	5		15			
	Air Conditioner (AC)		4						Actual Dates										

Sl. No	Description of procurement package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost (in Lac Tk.)	Contract value	Time Code for Process	invita/ Advertise Tander	Tender Opening	Tender Evaluation	Appraisal to Award	Notification of Award	Signing of Contract	Name of Supplier	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
9	Computer Software	nos		OTM	HOPE/ NPD	IDA/GoB	80.00		Planned Dates	25-Feb-24	12-Mar-24	23-Apr-24	21-May-24	28-May-24	25-Jun-24		147		
	Planned Days									42	42	28	7	28	147				
	Actual Dates																		
8	Office Furniture	nos		RFQ	HOPE/ NPD	IDA/GoB	5.00		Planned Dates	01-Feb-24	17-Feb-24	24-Feb-24	02-Mar-24	09-Mar-24	06-Apr-24		59		
	Planned Days								0	10	7	7	7	28	59				
	Actual Dates																		
10	Video Tutorial Making	LS	LS	RFQ	HOPE/ NPD	IDA/GoB	5.00		Planned Dates	01-Feb-24	08-Feb-24	08-Feb-24	11-Feb-24	16-Feb-24	15-Mar-24		15		
	Planned Days								0	7	0	3	5	28	15				
	Actual Dates																		
11	Printing & Binding	LS	LS	RFQ	HOPE/ NPD	IDA/GoB	5.00		Planned Dates	25-Jan-24	25-Jan-24	25-Jan-24	28-Jan-24	02-Feb-24	01-Mar-24		15		
	Planned Days								0	7	0	3	5	28	15				
	Actual Dates														0				
12	Printing & Binding	LS	LS	OTM	HOPE/ NPD	IDA/GoB	40.00		Planned Dates	25-Jan-24	25-Jan-24	07-Mar-24	04-Apr-24	11-Apr-24	09-May-24		15		
	Planned Days									42	42	28	7	28	15				
	Actual Dates																		
13	Server	LS	LS	OTM	HOPE/ NPD	IDA/GoB	10.00		Planned Dates	01-Feb-24	08-Feb-24	08-Feb-24	11-Feb-24	16-Feb-24	15-Mar-24		15		
	Planned Days								0	7	0	3	5	28	15				
	Actual Dates																		
Total							238.50	-											

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ANNUAL PROCUREMENT PLAN, 2023-24 FY: Consulting Services (Individual)

Ministry/Division-Finance Division

Agency : Finance Division

Procuring Entity Name & Code

Project/Programme Name & Code: Strengthening Public Financial Management Program to Enable Service Delivery (SPFMS)

Scheme Name: Improving Pension Management System and Quality and Timeliness of Financial Reporting

Consulting Service (SIC)

Package No	Description of procurement package Goods	Unit	Months /Quantity	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	Negotiation	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	15	17	18	19	20	
1	FDP-S1	Sr. Consultant-Pension Management	PM	4	Selection of Individual Consultant	HOPE	IDA/GoB	31.05	Planned Dates	01-Jan-24	15-Jan-24	29-Jan-24	05-Feb-24	12-Feb-24	25-Mar-24	84		process on going
									Planned Days	0	14	14	7	7	42	84		
									Actual Dates									
2	FDP-S2	Sr. Consultant-Fund Management	PM	4	Selection of Individual Consultant	HOPE	IDA/GoB	31.05	Planned Dates	01-Jan-24	15-Jan-24	29-Jan-24	05-Feb-24	12-Feb-24	25-Mar-24	84		process on going
									Planned Days	0	14	14	7	7	42	84		
									Actual Dates									
3	FDP-S3	Sr. Consultant-Financial Reporting	PM	6	Selection of Individual Consultant	HOPE	IDA/GoB	24.15	Planned Dates								Ruhul Quddus	Completed
									Planned Days									
									Actual Dates	30-08-23		19-09-23	09-11-23	21-12-23	01-01-24			
4	FDP-S4	Sr. Consultant-IT Support	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	38.67	Planned Dates	NA	NA	NA	NA	NA	NA	NA	Jahangir Alam	
									Planned Days									
									Actual Dates									
5	FDP-S5	Sr. Consultant-IPASAS	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	50.60	Planned Dates	NA	NA	NA	NA	NA	NA	NA	Tanveer	
									Planned Days									
									Actual Dates									
6	FDP-S8	Consultant- Pension Management	PM	4	Selection of Individual Consultant	HOPE	IDA/GoB	24.15	Planned Dates	01-Jan-24	15-Jan-24	29-Jan-24	05-Feb-24	12-Feb-24	25-Mar-24	84		process on going
									Planned Days	0	14	14	7	7	42	84		
									Actual Dates									
7	FDP-S9	Consultant- Fund Management	PM	6	Selection of Individual Consultant	HOPE	IDA/GoB	18.40	Planned Dates								Feroz Hythar	Completed
									Planned Days									
									Actual Dates	30-08-23		19-09-23	09-11-23	21-12-23	01-01-24			
8	FDP-S10	Consultant-Documentation	PM	4	Selection of Individual Consultant	HOPE	IDA/GoB	24.15	Planned Dates	01-Jan-24	15-Jan-24	29-Jan-24	05-Feb-24	12-Feb-24	25-Mar-24	84		process on going
									Planned Days	0	14	14	7	7	42	84		
									Actual Dates									
9	FDP-S11	Consultant-Financial Reporting-1	PM	6	Selection of Individual Consultant	HOPE	IDA/GoB	16.86	Planned Dates								Rukun	Completed
									Planned Days									
									Actual Dates	30-08-23		19-09-23	09-11-23	21-12-23	01-01-24			
10	FDP-S12	Consultant-Financial Reporting-2	PM	6	Selection of Individual Consultant	HOPE	IDA/GoB	18.40	Planned Dates								Zahirul	Completed
									Planned Days									
									Actual Dates	30-08-23		19-09-23	09-11-23	21-12-23	01-01-24			
11	FDP-S13	Consultant-System Design-1	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	24.00	Planned Dates	NA	NA	NA	NA	NA	NA	NA	Abdul Hye Azad	
									Planned Days									
									Actual Dates									
12	FDP-S14	Consultant-System Design-2	PM	6	Selection of Individual Consultant	HOPE	IDA/GoB	11.33	Planned Dates								Saiful	Completed
									Planned Days									
									Actual Dates	30-08-23		19-09-23	09-11-23	21-12-23	01-01-24			

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Consulting Service (SIC)

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Package No	Description of procurement package Goods	Unit	Months /Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Esimated Cost (in lac Tk.)	Time Code for Process	Advertise Eol	Issue RFP	Proposal opening	Proposal Evaluation	Negotiation	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	15	17	18	19	20	
13	FDP-515	IT Consultant-Programmer-1	PM	6	Selection of Individual Consultant	HOPE	IDA/GoB	13.33	Planned Dates							Arif Chy	Completed	
									Planned Days									
									Actual Dates	30-08-23		19-09-23	09-11-23	21-12-23	01-01-24			
14	FDP-516	IT Consultant-Programmer-2	PM	4	Selection of Individual Consultant	HOPE	IDA/GoB	21.00	Planned Dates	01-Aug-23	15-Aug-23	29-Aug-23	05-Sep-23	12-Sep-23	24-Oct-23	84	process on going	
									Planned Days	0	14	14	7	7	42	84		
									Actual Dates									
15	FDP-517	IT Consultant-Programmer-3	PM	4	Selection of Individual Consultant	HOPE	IDA/GoB	21.00	Planned Dates	01-Aug-23	15-Aug-23	29-Aug-23	05-Sep-23	12-Sep-23	24-Oct-23	84	process on going	
									Planned Days	0	14	14	7	7	42	84		
									Actual Dates									
16	FDP-518	IT Consultant-System Documentation	PM	6	Selection of Individual Consultant	HOPE	IDA/GoB	13.33	Planned Dates							Shahriar	Completed	
									Planned Days									
									Actual Dates	30-08-23		19-09-23	09-11-23	21-12-23	01-01-24			
17	FDP-519	Consultant-IT Support-1	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	18.67	Planned Dates	NA	NA	NA	NA	NA	NA	Naila		
									Planned Days									
									Actual Dates									
18	FDP-520	Consultant-IT Support-2	PM	6	Selection of Individual Consultant	HOPE	IDA/GoB	13.33	Planned Dates							Tanvir	Completed	
									Planned Days									
									Actual Dates	30-08-23		19-09-23	09-11-23	21-12-23	01-01-24			
19	FDP-521	Jr. consultant-Pension Management-1	PM	6	Selection of Individual Consultant	HOPE	IDA/GoB	8.43	Planned Dates							Kazi Monzur	Completed	
									Planned Days									
									Actual Dates	30-08-23		19-09-23	09-11-23	21-12-23	01-01-24			
20	FDP-522	Jr. consultant-Pension Management-2	PM	6	Selection of Individual Consultant	HOPE	IDA/GoB	8.43	Planned Dates							Mofiz	Completed	
									Planned Days									
									Actual Dates	30-08-23		19-09-23	09-11-23	21-12-23	01-01-24			
21	FDP-523	Jr. consultant-Fund Management-1	PM	6	Selection of Individual Consultant	HOPE	IDA/GoB	8.43	Planned Dates							Shanowar	Completed	
									Planned Days									
									Actual Dates	30-08-23		19-09-23	09-11-23	21-12-23	01-01-24			
22	FDP-554	Jr. consultant-Fund Management-2	PM	6	Selection of Individual Consultant	HOPE	IDA/GoB	8.43	Planned Dates							Muhit	Completed	
									Planned Days									
									Actual Dates	30-08-23		19-09-23	09-11-23	21-12-23	01-01-24			
23	FDP-528	Jr. Consultant-Financial Reporting -1	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	13.80	Planned Dates	NA	NA	NA	NA	NA	NA	Sabur		
									Planned Days									
									Actual Dates									
24	FDP-529	Jr. Consultant-Financial Reporting -2	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	13.80	Planned Dates	NA	NA	NA	NA	NA	NA	Shimul		
									Planned Days									
									Actual Dates									
25	FDP-533	Jr. Consultant -IT Support-1	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	12.67	Planned Dates	NA	NA	NA	NA	NA	NA	Kaysar		
									Planned Days									
									Actual Dates									
26	FDP-534	Jr. Consultant -IT Support-2	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	11.33	Planned Dates	NA	NA	NA	NA	NA	NA	Moyej		
									Planned Days									
									Actual Dates									

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Package No	Description of procurement package Goods	Unit	Months /Quantity	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	Negotiation	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	15	17	18	19	20
27	FDP-S35 Jr. Consultant -IT Support-3	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	9.60	Planned Dates	NA	NA	NA	NA	NA	NA	NA	Khairun	
								Planned Days									
								Actual Dates									
28	FDP-S36 Jr. Consultant -IT Support-4	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	10.94	Planned Dates	NA	NA	NA	NA	NA	NA	NA	Rizvi	
								Planned Days									
								Actual Dates									
29	FDP-S37 Jr. Consultant -IT Support-5	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	11.74	Planned Dates	NA	NA	NA	NA	NA	NA	NA	Hafiz	
								Planned Days									
								Actual Dates									
30	FDP-S38 Jr. Consultant -IT Support-6	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	9.60	Planned Dates	NA	NA	NA	NA	NA	NA	NA	Sadad	
								Planned Days									
								Actual Dates									
31	FDP-S39 Jr. Consultant -IT Support-7	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	10.00	Planned Dates	NA	NA	NA	NA	NA	NA	NA	Sumon	
								Planned Days									
								Actual Dates									
32	FDP-S40 Jr. Consultant -IT Support-8	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	9.33	Planned Dates	NA	NA	NA	NA	NA	NA	NA	Ashadul	
								Planned Days									
								Actual Dates									
33	FDP-S41 Jr. Consultant -IT Support-9	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	10.67	Planned Dates	NA	NA	NA	NA	NA	NA	NA	Sajib	
								Planned Days									
								Actual Dates									
34	FDP-S61 Jr. Consultant -IT Support-10	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	6.40	Planned Dates	03-Mar-24	17-Mar-24	31-Mar-24	07-Apr-24	14-Apr-24	26-May-24	84		
								Planned Days	0	14	14	7	7	42	84		
								Actual Dates									
35	FDP-S43 Jr. Consultant-Executive-1	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	13.03	Planned Dates	NA	NA	NA	NA	NA	NA	NA	Rakib	
								Planned Days									
								Actual Dates									
36	FDP-S44 Jr. Consultant-Executive-2	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	13.03	Planned Dates	NA	NA	NA	NA	NA	NA	NA	Sharmeen	
								Planned Days									
								Actual Dates									
37	FDP-S45 Jr. Consultant-Executive-3	PM	12	Selection of Individual Consultant	HOPE	IDA/GoB	12.27	Planned Dates	NA	NA	NA	NA	NA	NA	NA	Sakil	
								Planned Days									
								Actual Dates									
38	FDP-S62 Jr. Consultant-Executive-4	PM	4	Selection of Individual Consultant	HOPE	IDA/GoB	10.35	Planned Dates	01-Jan-24	15-Jan-24	29-Jan-24	05-Feb-24	12-Feb-24	25-Mar-24	84		
								Planned Days	0	14	14	7	7	42	84		
								Actual Dates									
Total =							625.75										

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ANNUAL PROCUREMENT PLAN, 2023-24 FY: Consulting Services (Firm)

Finance Ministry Division-Finance

Agency: Finance Division

Procuring Entity Name & Code

Project /Programme Name & Code: Strengthening Public Financial Management Program to Enable Service Delivery (SPFMS)

Budget : Development

Scheme Name: Scheme on Improving Pension Management System and Quality and Timeliness of Financial Reporting

Consulting Service (Firm)

Package No	Description of procurement package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lac Tk.	Contract value	Time Code for Process	Advertise Eoi	Short listing	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
FY-2023-24																				
FDP-S65	Selection of consulting firm for IPSAS Certification Course	LS	1	Single Source Selection (SSS)	HOPE/ NPD	IDA/GoB	14.37		Planned Dates			15-Nov-23	21-Nov-23	28-Nov-23	02-12-23	04-Dec-23	11-Dec-23	18-Dec-23		Completed
									Planned Days			6	7	4	2	7	7	7		
									Actual Dates											
FDP-S66	Selection of consulting firm for IPSAS Certification Course	LS	1	Single Source Selection (SSS)	HOPE/ NPD	IDA/GoB	20.00		Planned Dates			01-Apr-24	07-Apr-24	14-Apr-24	18-04-24	20-Apr-24	27-Apr-24	04-May-24		
									Planned Days			6	7	4	2	7	7	7		
									Actual Dates											
FDP-S67	Selection of consulting firm for maintainance of Mobile Application (Life Verification)	LS	1	Single Source Selection (SSS)	HOPE/ NPD	IDA/GoB	20.00		Planned Dates			01-Feb-24	07-Feb-24	14-Feb-24	18-02-24	20-Feb-24	27-Feb-24	05-Mar-24		
									Planned Days			6	7	4	2	7	7	7		
									Actual Dates											
							Total =	54.37	-											

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ANNUAL PROCUREMENT PLAN, 2023-24 FY: Consulting Services (Firm)

Consulting Service (QCBS)

Finance Ministry / Division-Finance

Agency : Finance Division

Procuring Entity Name & Code N/A

Project /Programme Name & Code: Strengthening Public Financial Management Program to Enable Service Delivery (SPFMS)

Budget : Development

Scheme Name: Scheme on Improving Pension Management System and Quality and Timeliness of Financial Reporting

Non Consulting Service (Firm)

Package No	Description of procurement package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lac Tk.	Contract value	Time Code for Process	invitation/Advertise Tender	Tender Opening	Tender Evaluation	Approval to award	Notification of Award	Signing of Contract	Name of Consultant	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

FY-2023-24

FDP-NS1	Service to be outsourced	months	4 months	DTM	HOPE/ NPD	IDA/GoB	2.11		Planned Dates	15-Feb-24	02-Mar-24	30-Mar-24	06-Apr-24	13-Apr-24	11-May-24									
	Planned Days									0	16	28	7	7	28									
	Actual Dates																							
	Actual Days																							
						Total =	2.11																	

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