

# Ministry of Environment, Forest & Climate Change

Section: Admin-3


## ANNUAL PROCUREMENT PLAN 2019-20

Procuring Entity: Secretary, Ministry of Environment, Forest & Climate Change  
Source of Fund: Revenue (GOB)


Package	1	2	3	4	5	6	8	9	10	11	12	13	14	15	16	17	18
	Description of Procurement Goods			Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Estd Cost in Tk(lakh)	Not Used	Advertise Tender	Tender Opening	Tender	Approval to Award	Notification of	Signing of Contract	Completion of	Total Time (in Days)
	Code: 4112202 (Computer and Others related)																
1	Procurement of Desktop Computer with Monitor	Nos	10	OTM	Delegated Authority	5.50				01 Nov.-19	As per PPR process						
2	Procurement of Duplex Computer printers	Nos	10	OTM/RFQ	Delegated Authority	2.20				01 Nov.-19	As per PPR process						
3	Procurement of Scanner	Nos	15	RFQ	Delegated Authority	1.00				01 Sept.-19	As per PPR process						
4	Procurement of Photocopiers Machines	Nos	02	OTM	Delegated Authority	6.50				01 Oct.-19	As per PPR process						
5	Procurement of Refrigerators	Nos	01	RFQ/OTM	Delegated Authority	.50				When needed							
6	Kiosk	Nos	01	RFQ/OTM	Delegated Authority	3.00				1 Nov.-19	As per PPR process						
7	Computer Accessories ( Key Board, Mouse, Pad, Pen drive, Multiplug, CD, Router, TV Card, etc)	Nos	LS	RFQ	Delegated Authority	3.00				1 Nov.-19	As per PPR process						
8	Anti Virus	Nos	100	OTM/RFQ	Delegated Authority	1.15				1 Nov.-19	As per PPR process						
9	Procurement of Software	Nos	01	RFQ/OTM	Delegated Authority	3.00				When needed							
	<b>Total</b>						<b>26.70</b>										
	Code: 3255101 ( Computer Accessories)																
10	Procurement of Computer printer Toner	Nos	180	OTM/RFQ	Delegated Authority	7.20				01 Oct.-2019	As per PPR process						
11	Procurement of Toner of Photocopy Machine	Nos	12	OTM/RFQ	Delegated Authority	2.40				01 Oct.-2019	As per PPR process						
	<b>Total</b>						<b>9.60</b>										

Code: 4112314 (Furniture)										
12	Procurement of Sofa Set	Nos	3	OTM/RFQ	Delegated Authority	4.00	01 Oct.-19	As per PPR process		
13	Procurement of Executive Chair	Nos	7	OTM/RFQ	Delegated Authority	1.75	01 Janu-20	As per PPR process		
14	Procurement of Visitor Chair	Nos	20	OTM/RFQ	Delegated Authority	1.00	01 Sept-19	As per PPR process		
15	Procurement of executive Table	Nos	1	OTM/RFQ	Delegated Authority	0.70	01 Mar-20	As per PPR process		
16	Procurement of Computer Table	Nos	5	OTM/RFQ	Delegated Authority	0.25	01 Oct-19	As per PPR process		
17	Procurement of Almira	Nos	2	OTM/RFQ	Delegated Authority	0.50	01 Sept-19	As per PPR process		
18	Procurement of Visitor Chair with Centretable for Lobby	Nos	7	OTM/RFQ	Delegated Authority	0.50	01 Sept-19	As per PPR process		
<b>Total</b>						<b>8.70</b>				
Code: 4112204 (Telecommunication Accessories)										
18	Procurement of Telephone and Intercom set	Nos	15	RFQ	Delegated Authority	0.50				
<b>Total</b>						<b>0.50</b>				
Code: 3255105 ( Stationary)										
19	Procurement of Stationary Goods	Nos	As per need	OTM/RFQ	Delegated Authority	17.00	01 Sept-19	As per PPR process		
<b>Total</b>						<b>17.00</b>				

  
Md. A. Razzaque Sarker  
Deputy Secretary

  
Khorsheda Yasmin  
Joint Secretary

  
Dr. Md. Billal Hossain  
Additional Secretary

  
Abdullah Al Moshin Chowdhury  
Secretary