

ANNUAL PROCUREMENT PLAN FOR FY 2024-2025

Ministry Division : Ministry of Finance/Internal Resources Division

Budget: Revenue

Agency : Customs Excise and VAT Commissionerate, Dhaka (East), Dhaka.

Procuring Entity Name & Code: Customs Excise and VAT Commissionerate, Dhaka (East), Dhaka.

National Sports Council Building (NSC Tower), 18th & 12th Floor

62/3 Purana Paltan. Dhaka-1000

Package No	Description of Procurement package	Unit	Qty	Procurement Method &	Contract Approving	Source of Funds	Est'd Cost in Tk.	Time Code for	Not Used in	invite/Advertise	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of	Total Time to Contract	Time For Completion		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18		
GR 1	Cleaning Equipments (code: 3211102)	As per requirement	As per requirement	OTM/DPM	Hope/According to the Delegation of Financial power	GoB	4,00,000/-	Planned Dates		Oct-24	Oct-24	Oct-24	Oct-24	Oct-24	Nov-24	21 Days	6 month		
GR 2	Representative Expenses (3211102)	As per requirement	As per requirement	RFO/M/DPM/ Voucher	Hope/According to the Delegation of Financial power	GoB	50,000/-	Planned Dates		Direct purchase according to PPR-2008 & DFP. direct cash purchase (75 (1)(umo)								As per revenue meeting & Training section Direct purchase from food supply or other organisation according to PPR-2008 (secidule-1, 81)	
GR 3	Refreshment (code: 3211106)	As per requirement	As per requirement	RFO/M/DPM/ Voucher (75 (1)(umo)	Hope/According to the Delegation of Financial power	GoB	5,00,000/-	Planned Dates		As per revenue meeting & Training section Direct purchase from food supply or other organisation according to PPR-2008 (secidule-1, 81)								As per contract direct disbursement/allocation according to DFP. And lawyer consultancy fees	
GR 4	Legal Expense (code: 3211110)	As per requirement	As per requirement	RFO/M/DPM/ Voucher	Hope/According to the Delegation of Financial power	GoB	1,50,000/-	Planned Dates		as per contract direct disbursement/allocation according to DFP. And lawyer consultancy fees									
GR 5	Seminar/Conference (code: 3211111)	As per requirement	As per requirement	RFO/M/DPM/ Voucher DFP	Hope/According to the Delegation of Financial power	GoB	1,00,000/-	Planned Dates		Direct purchase according to PPR-2008 & DFP. direct cash purchase (75 (1)(umo)									
GR 6	Electricity (code: 3211113)	As per requirement	As per requirement	RFO/M/DPM/ Voucher (76 (1)(k)	Hope/According to the Delegation of Financial power	GoB	20,00,000/-	Planned Dates		Direct contract with NSC Tower Authority as Office rent PPR-2008 (76 (1)(k)									
GR 7	Water (code: 3211115)	As per requirement	As per requirement	RFO/M/DPM/ Voucher (76 (1)(k)	Hope/According to the Delegation of Financial power	GoB	4,00,000/-	Planned Dates		Direct contract with NSC Tower Authority as Office rent PPR-2008 (76 (1)(k)									
GR 8	Internet (code: 3211117)	As per requirement	As per requirement	RFO/M/DPM/ Voucher	Hope/According to the Delegation of Financial power	GoB	6,00,000/-	Planned Dates		Direct contract with BD com & Access tel connecting progress Total 30 mbps & 60 MBPS full duplex as monthly payable according PPR-2008 (76 (1)(k), Schedule-2 76(1) & Schedule-3 (৳৳৳৳ 62(2) : (76 (1)(k)									
GR 9	Postal (code: 3211119)	As per requirement	As per requirement	RFO/M/DPM/ Voucher	Hope/According to the Delegation of Financial power	GoB	1,20,000/-	Planned Dates		Direct Purchase frome bangladesh post Office as per PPR-2008 & DFP									
GR 10	Telephone (code: 3211120)	As per requirement	As per requirement	RFO/M/DPM/ Voucher	Hope/According to the Delegation of Financial power	GoB	80,000/-	Planned Dates		Direct Purchase frome BTCL & TSS as Per PPR-2008 & DFP									

GR 11	Advertisement Regular Budget (code: 3211125)	As per requirement	As per requirement	RFQM/DPM/Voucher	Hope/Accordng to the Delegation of Financial power	GoB	6,00,000/-	Planned Dates	As Per requirement Direct purchase from newa Paper Advertise bill according to PPR-2008 & DFP direct purchase (75 (1) Xumo)									
	National Vat day (code: 3211125)	As Per NBR Instruction	As Per NBR Instruction	OTM/RFQM/DPM	Hope/Accordng to the Delegation of Financial power	GoB (NBR)	as per NBR Provide	10th Dec	According NBR Instruction and NBR budget Procurement Method will be decided according to PPR-2008									
	Customs day (code: 3211125)	As Per NBR Instruction	As Per NBR Instruction	OTM/RFQM/DPM		GoB (NBR)	as per NBR Provide	26th jan	According NBR Instruction and NBR budget Procurement Method will be decided according to PPR-2008									
GR 12	Books and Periodicals (code: 3211127)	As per requirement	As per requirement	DPM/Voucher RFQM	Hope/Accordng to the Delegation of Financial power	GoB	3,00,000/-	Planned Dates	As Per requirement Direct purchase from local markets according to PPR-2008 & DFP direct purchase (75 (1) Xumo)									
GR 13	Office Rent (code: 3211129)	As per requirement	As per requirement	DPM/Voucher	Hope/Accordng to the Delegation of Financial power	GoB	2,30,00,000/-	Planned Dates	Direct contract with NSC Tower Authority as Office rent PPR-2008 (76 (1) Xk)									
GR 14	Transportation cost (code: 3221106)	As per requirement	As per requirement	DPM/Voucher	Hope/Accordng to the Delegation of Financial power	GoB	10,00,000/-	Planned Dates	Direct purchase according to PPR-2008 & DFP direct cash purchase (75 (1) Xumo)									
GR 15	Training (code: 3231301)	As per requirement	As per requirement	DPM/Voucher	Hope/Accordng to the Delegation of Financial power	GoB	5,00,000/-	Planned Dates	As per requirement Allowance will be provided on the basis of monthly training arrangements from L.T Branch									
GR 16	Petrol, Oil, Lubricant (Code: 3243101)	As per requirement	As per requirement	DPM/Voucher	Hope/Accordng to the Delegation of Financial power	GoB	14,40,000/-	As per requirement	Direct purchase from bangladesh petroleum Corporation (BPC) or other Govt organisation According to PPR-2008 & DFP									
GR 17	Gas/fule (code: 3243102)	As per requirement	As per requirement	Direct Purchase (76 (1) (c) of PPR-2008	Hope/Accordng to the Delegation of Financial power	GoB	6,40,000/-	Planned Dates	Direct purchase from bangladesh petroleum Corporation (BPC) or other Govt organisation According to PPR-2008 & DFP									
GR 18	Travel Expense (code: 3244101)	As per requirement	As per requirement	Direct Purchase (76 (1) (c) of PPR-2008	Hope/Accordng to the Delegation of Financial power	GoB	3,00,000/-	Planned Dates	As Per Requirement Direct purchase from local markets according to PPR-2008 & DFP.									
GR 19	Transfer cost (code: 3244102)	As per requirement	As per requirement	Direct Purchase (76 (1) (c) of PPR-2008	Hope/Accordng to the Delegation of Financial power	GoB	4,00,000/-	Planned Dates	As Per Requirement Direct purchase from local markets according to PPR-2008 & DFP direct cash purchase (75 (1) Xumo)									
GR 20	Security Service (code: 3253103)	As per requirement	As per requirement	Direct Purchase (76 (1) (c) of PPR-2008	Hope/Accordng to the Delegation of Financial power	GoB	1,00,000/-	Planned Dates	As Per Requirement Direct purchase from local markets according to PPR-2008 & DFP direct cash purchase (75 (1) Xumo)									
GR 21	Computer Accessorise (code: 3255101)	As per requirement	As per requirement	OTM	Hope/Accordng to the Delegation of Financial power	GoB	10,00,000/-	Planned Dates	Oct-24	Oct-24	Oct-24	Oct-24	Nov-24	Nov-24	21 Days	6 month		
				RFQM				Planned Dates	Feb-25	Feb-25	Feb-25	Mar-25	Mar-25	10 Days	3 month			
				DPM/Voucher/DFP		GoB		Days	As Per Requirement Direct purchase from local markets according to PPR-2008 & DFP direct cash purchase (75 (1) Xumo)									
GR 22	Printing and Binding (code: 3255102)	As per requirement	As per requirement	DPM/Voucher RFQM	Hope/Accordng to the Delegation of Financial power	GoB	3,00,000/-	Planned Dates	As Per Requirement Direct purchase from local markets according to PPR-2008 & DFP direct cash purchase (75 (1) Xumo)									

GR 23	Stamp & Seal (code: 3255104)	As per requirement	As per requirement	RFQM/DPM/Voucher	Hope/According to the Delegation of Financial power	GoB	1,00,000/-	Planned Dates		As Per Requirement Direct purchase from local markets according to PPR-2008 & DFP. direct cash purchase (75 (1)(umo))
GR 24	Stationary (code: 3255105)	Stationary As per requirement	As per requirement	OTM DPM/Voucher	Hope/According to the Delegation of Financial power	GoB	12,00,000/-	Planned Dates		Oct-24 Oct-24 Oct-24 Oct-24 Nov-24 21 Days 6 month
GR 25	Useable Equipment (code: 3256103)	As per requirement	As per requirement	OTM/DPM/Voucher	Hope/According to the Delegation of Financial power	GoB	5,00,000/-	Planned Dates		As Per Requirement Direct purchase according to PPR-2008 & DFP. direct purchase (75 (1)(umo))
GR 26	Dress/Uniform (code: 3256106)	As per requirement	As per requirement	RFQM	Hope/According to the Delegation of Financial power	GoB	3,00,000/-	Planned Dates		Jan-24 Jan-24 Jan-24 Jan-24 Feb-24 10 Days 3 month
GR 27	Occasion/Ceremony (code: 3257301)	As per requirement	As per requirement	RFQM/DPM/Voucher	Hope/According to the Delegation of Financial power	GoB	5,00,000/-	Planned Dates		As Per Requirement Direct purchase according to PPR-2008 & DFP. direct purchase (75 (1)(umo))
GR 28	Vehicle Repair (code: 3258101)	As per requirement	As per requirement	RFQM/DPM/Voucher	Hope/According to the Delegation of Financial power	GoB	9,00,000/-	Planned Dates		As Per Requirement Direct purchase according to PPR-2008 & DFP. direct purchase (75 (1)(umo))
GR 29	Other Equipments & Accessories Repair (code: 3258105)	As per requirement	As per requirement	RFQM/DPM/Voucher	Hope/According to the Delegation of Financial power	GoB	500,000/-	Planned Dates		As Per Requirement Direct purchase according to PPR-2008 & DFP. direct purchase (75 (1)(umo))
GR 30	Electric Establishment (code: 3258119)	As per requirement	As per requirement	DPM/DFP	Hope/According to the Delegation of Financial power	GoB	1,00,000/-	Planned Dates		Sep-24 Sep-24 Sep-24 Sep-24 Oct-24 10 Days 3 month
GR 31	Procurement Computer & Other (code: 4112202)	As per requirement	As per requirement	Open Tender DPM/DFP	Hope/According to the Delegation of Financial power	GoB	8,00,000/-	Planned Dates		As Per Requirement Direct purchase according to PPR-2008 & DFP. direct purchase (75 (1)(umo))
GR 32	Telecommunication Equipment (code: 4112204)	As per requirement	As per requirement	RFQM/DPM/Voucher	Hope/According to the Delegation of Financial power	GoB	2,00,000/-	Planned Dates		As Per requirement Direct purchase from local markets according to PPR-2008 & DFP. direct cash purchase (75 (1)(umo))
GR 33	Fair equipment (code: 4112305)	As per requirement	As per requirement	DPM/Voucher	Hope/According to the Delegation of Financial power	GoB	2,00,000/-	Planned Dates		As Per requirement Direct purchase from local markets according to PPR-2008 & DFP. direct cash purchase (75 (1)(umo))
GR 34	Office Equipment (Code: 4112310)	As per requirement	As per requirement	Open Tender RFQM/DPM/Voucher	Hope/According to the Delegation of Financial power	GoB	6,00,000/-	Planned Dates		Sep-24 Sep-24 Sep-24 Sep-24 Oct-24 10 Days 3 month
GR 35	Furniture (Code: 4112314)	As per requirement	As per requirement	Open Tender DPM/Voucher/DFP	to the Delegation of	GoB	8,00,000/-	Planned Dates		Oct-24 Oct-24 Oct-24 Oct-24 Oct-24 21 Days 6 month
GR 36	Computer Software (code: 4113301)	As per requirement	As per requirement	DPM/Voucher/DFP	Hope/According to the Delegation of Financial power	GoB	1,40,000/-	Planned Dates		As Per requirement Direct purchase from local markets according to PPR-2008 & DFP. direct cash purchase (75 (1)(umo))