

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 2024-25**

**Summary of Procurement**

BDT (in Lac Taka)

| <u>Types</u>                   | <u>Estimated Cost</u> |
|--------------------------------|-----------------------|
| <u>Goods</u>                   | <b>73.00</b>          |
| <u>Services</u>                |                       |
| Individual Consultant Services | <b>1,180.09</b>       |
| Non Consulting Services        | <b>185.00</b>         |
| <b>Total</b>                   | <b>1,438.09</b>       |

  
26/6/2028  
(Md. Masud Rana)  
Junior Consultant (Executive)  
SPFMS, Finance Division, Ministry  
of Finance

  
(Md. Nazrul Islam)  
Program Executive & Coordinator  
SPFMS, Finance Division, Ministry of  
Finance

  
26/06/28  
(Mohammad Saiful Islam)  
Additional Secretary (Budget-1)  
Finance Division, Ministry of Finance  
&  
National Program Director, SPFMS

  
27/08/2024  
(Dr. Md Khairuzzaman Mozumder)  
Secretary  
Finance Division, Ministry of Finance  
&  
HOPE, SPFMS

## ANNUAL PROCUREMENT PLAN 2024-25

Ministry: Ministry of Finance

Agency: Finance Division

Procuring Entity Name &amp; Code NA

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

Scheme Name: Scheme on PFM Reforms Leadership, Coordination &amp; 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 |
|------------|----------------------------------------|--------|----------|---------------------------|------------------------------|-----------------|---------------------------|-----------------------|------------------------------|----------------|-------------------|--------------------|-----------------------|---------------------|----------------------------------|---------------------------------|
| 1          | 2                                      | 3      | 4        | 5                         | 6                            | 7               | 8                         | 9                     | 10                           | 11             | 12                | 13                 | 14                    | 15                  | 16                               | 17                              |
| FD-GD48    | Computer and Accessories               |        |          | OTM                       | NPD                          | IDA/GoB         | 50.00                     | Planned Dates         | 15-Sep-24                    | 1-Oct-24       | 15-Oct-24         | 22-Oct-24          | 29-Oct-24             | 26-Nov-24           |                                  | 24-Feb-25                       |
|            | Desktop Computer (Sch-0, IPF-6)        | Nos.   | 6        |                           |                              |                 |                           | Planned Days          | 0                            | 16             | 14                | 7                  | 7                     | 28                  | 72                               | 90                              |
|            | Laptop Computer (Sch-6, IPF-10)        | Nos.   | 16       |                           |                              |                 |                           | Actual Dates          |                              |                |                   |                    |                       |                     |                                  |                                 |
|            | Laser Printer Small (Sch-0, IPF-5)     | Nos.   | 5        |                           |                              |                 |                           |                       |                              |                |                   |                    |                       |                     |                                  |                                 |
|            | Photocopier for (Sch-1, IPF-1)         | Nos.   | 2        |                           |                              |                 |                           |                       |                              |                |                   |                    |                       |                     |                                  |                                 |
| FD-GD49    | Office Equipments                      |        |          | RFQ                       | NPD                          | IDA/GoB         | 4.50                      | Planned Dates         | 8-Sep-24                     | 15-Sep-24      | 15-Sep-24         | 18-Sep-24          | 19-Sep-24             | 22-Sep-24           |                                  | 7-Oct-24                        |
|            | Oven for IPF                           | Nos.   | 2        |                           |                              |                 |                           | Planned Days          | 0                            | 7              | 0                 | 3                  | 1                     | 3                   | 14                               | 15                              |
|            | Electronic Display for IPF             | Nos.   | 1        |                           |                              |                 |                           | Actual Dates          |                              |                |                   |                    |                       |                     |                                  |                                 |
|            | Paper Shredder for Scheme              | Nos.   | 1        |                           |                              |                 |                           |                       |                              |                |                   |                    |                       |                     |                                  |                                 |
|            | Floor Cleaning Machine for Scheme      | Nos.   | 1        |                           |                              |                 |                           |                       |                              |                |                   |                    |                       |                     |                                  |                                 |
|            | Water Purifier for Scheme              | Nos.   | 1        |                           |                              |                 |                           |                       |                              |                |                   |                    |                       |                     |                                  |                                 |
| FD-GD50    | Interior Decoration for Scheme Office  |        |          | RFQ                       | NPD                          | IDA/GoB         | 4.50                      | Planned Dates         | 8-Sep-24                     | 15-Sep-24      | 15-Sep-24         | 22-Sep-24          | 25-Sep-24             | 28-Sep-24           |                                  | 12-Oct-24                       |
|            | File Cabinet                           | Sft.   | 82       |                           |                              |                 |                           | Planned Days          | 0                            | 7              | 0                 | 7                  | 3                     | 3                   | 20                               | 14                              |
|            | Office Chair                           | Nos.   | 10       |                           |                              |                 |                           | Actual Dates          |                              |                |                   |                    |                       |                     |                                  |                                 |
| FD-GD51    | Stationary, Cleaning and Washing Items | LS     | LS       | RFQ                       | NPD                          | IDA/GoB         | 4.00                      | Planned Dates         | 8-Dec-24                     | 15-Dec-24      | 15-Dec-24         | 22-Dec-24          | 25-Dec-24             | 28-Dec-24           |                                  | 11-Jan-25                       |
|            |                                        |        |          |                           |                              |                 |                           | Planned Days          | 0                            | 7              | 0                 | 7                  | 3                     | 3                   | 20                               | 14                              |
|            |                                        |        |          |                           |                              |                 |                           | Actual Dates          |                              |                |                   |                    |                       |                     |                                  |                                 |
| FD-GD52    | Computer Consumables                   | LS     | LS       | RFQ                       | NPD                          | IDA/GoB         | 4.50                      | Planned Dates         | 22-Dec-24                    | 29-Dec-24      | 29-Dec-24         | 5-Jan-25           | 8-Jan-25              | 11-Jan-25           |                                  | 25-Jan-25                       |
|            |                                        |        |          |                           |                              |                 |                           | Planned Days          | 0                            | 7              | 0                 | 7                  | 3                     | 3                   | 20                               | 14                              |
|            |                                        |        |          |                           |                              |                 |                           | Actual Dates          |                              |                |                   |                    |                       |                     |                                  |                                 |
| FD-GD53    | Printing and Binding-1                 |        |          | RFQ                       | NPD                          | IDA/GoB         | 3.50                      | Planned Dates         | 22-Sep-24                    | 29-Sep-24      | 29-Sep-24         | 6-Oct-24           | 9-Oct-24              | 12-Oct-24           |                                  | 26-Oct-24                       |
|            | 10th Semi-Annual Progress Report       | Copies | 250      |                           |                              |                 |                           | Planned Days          | 0                            | 7              | 0                 | 7                  | 3                     | 3                   | 20                               | 14                              |
|            | M&E Guideline                          | Copies | 250      |                           |                              |                 |                           | Actual Dates          |                              |                |                   |                    |                       |                     |                                  |                                 |
| FD-GD54    | Printing and Binding-2                 |        |          | RFQ                       | NPD                          | IDA/GoB         | 2.00                      | Planned Dates         | 23-Mar-25                    | 30-Mar-25      | 30-Mar-25         | 6-Apr-25           | 9-Apr-25              | 12-Apr-25           |                                  | 19-Apr-25                       |
|            | 11th Semi-Annual Progress Report       | Copies | 250      |                           |                              |                 |                           | Planned Days          | 0                            | 7              | 0                 | 7                  | 3                     | 3                   | 20                               | 7                               |
|            |                                        |        |          |                           |                              |                 |                           | Actual Dates          |                              |                |                   |                    |                       |                     |                                  |                                 |
| Sub-Total  |                                        |        |          |                           |                              |                 | 73.00                     |                       |                              |                |                   |                    |                       |                     |                                  |                                 |

## Consulting Services (Individual)

**ANNUAL PROCUREMENT PLAN 2024-25**

Ministry: Ministry of Finance

Agency: Finance Division

Procuring Entity Name &amp; Code: NA

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

Scheme Name: Scheme on PFM Reforms Leadership, Coordination &amp; 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 | Name of Consultant   | Remarks                                                                     |
|------------|-----------------------------------------------|--------|------|---------------------------|------------------------------|-----------------|---------------------------|-----------------------|---------------|-----------|------------------|---------------------|-----------------------------------------|-------------|-----------|---------------------|----------------------------------|---------------------------------|----------------------|-----------------------------------------------------------------------------|
| 1          | 2                                             | 3      | 4    | 5                         | 6                            | 7               | 8                         | 9                     | 10            | 11        | 12               | 13                  | 14                                      | 15          | 16        | 17                  | 18                               | 19                              | 20                   | 21                                                                          |
| FD-S1      | Program Executive and Coordinator-1           | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 52.00                     | Planned Dates         | 1-Sep-24      | -         | 22-Sep-24        | 6-Oct-24            | -                                       | 13-Oct-24   | 20-Oct-24 | 17-Nov-24           |                                  | 17-Nov-25                       |                      | Previous contract running                                                   |
|            |                                               |        |      |                           |                              |                 |                           | Planned Days          |               |           | 21               | 14                  | -                                       | 7           | 7         | 28                  | 77                               | 365                             |                      |                                                                             |
|            |                                               |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                      |                                                                             |
| FD-S2      | Program Executive and Coordinator-2           | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 61.33                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                      | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Md. Nazrul Islam     | 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         | 61.33                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                      | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Md. Rafiqul Islam    | In continuation of previous assignment contract has been extended           |
|            |                                               |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                      |                                                                             |
|            |                                               |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                      |                                                                             |
| FD-S4      | Program Executive and Coordinator-4           | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 52.00                     | Planned Dates         | 1-Sep-24      | -         | 22-Sep-24        | 6-Oct-24            | -                                       | 13-Oct-24   | 20-Oct-24 | 17-Nov-24           |                                  | 17-Nov-25                       |                      | Previous contract running                                                   |
|            |                                               |        |      |                           |                              |                 |                           | Planned Days          |               |           | 21               | 14                  | -                                       | 7           | 7         | 28                  | 77                               | 365                             |                      |                                                                             |
|            |                                               |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                      |                                                                             |
| FD-S5      | Program Executive and Coordinator-5           | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 59.80                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                      | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Tanima Tasmin        | 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         | 50.00                     | Planned Dates         | 5-Jul-24      | -         | 8-Sep-24         | 22-Sep-24           | -                                       | 29-Sep-24   | 6-Oct-24  | 3-Nov-24            |                                  | 3-Nov-25                        |                      | REOI Published (time extended 2 times due to political unrest country wide) |
|            |                                               |        |      |                           |                              |                 |                           | Planned Days          |               |           | 65               | 14                  | -                                       | 7           | 7         | 28                  | 121                              | 365                             |                      |                                                                             |
|            |                                               |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                      |                                                                             |
| FD-S7      | Program Executive and Coordinator-7           | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 49.83                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                      | NA          | NA        | NA                  |                                  | 12-Nov-24                       | Muhammad Anisuzzaman | Previous contract running                                                   |
|            |                                               |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                      |                                                                             |
|            |                                               |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                      |                                                                             |
| FD-S8      | Program Executive and Coordinator-8           | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 50.91                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                      | NA          | NA        | NA                  |                                  | 23-Aug-24                       | Md. Tajul Islam      | Previous contract running                                                   |
|            |                                               |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                      |                                                                             |
|            |                                               |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                      |                                                                             |
| FD-S9      | Senior Consultant (Monitoring and Evaluation) | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 48.30                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                      | NA          | NA        | NA                  |                                  | 30-Jun-24                       | Rukhsana Hasin, ndc  | Previous contract running                                                   |
|            |                                               |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                      |                                                                             |
|            |                                               |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                      |                                                                             |
| FD-S10     | Senior Consultant (Procurement Specialist)    | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 47.50                     | Planned Dates         | 1-Sep-24      | -         | 22-Sep-24        | 6-Oct-24            | -                                       | 13-Oct-24   | 20-Oct-24 | 17-Nov-24           |                                  | 17-Nov-25                       |                      |                                                                             |
|            |                                               |        |      |                           |                              |                 |                           | Planned Days          |               |           | 21               | 14                  | -                                       | 7           | 7         | 28                  | 77                               | 365                             |                      |                                                                             |
|            |                                               |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                      |                                                                             |

**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 | Name of Consultant                   | Remarks                                                           |
|------------|--------------------------------------|--------|------|---------------------------|------------------------------|-----------------|---------------------------|-----------------------|---------------|-----------|------------------|---------------------|-----------------------------------------|-------------|-----------|---------------------|----------------------------------|---------------------------------|--------------------------------------|-------------------------------------------------------------------|
| 1          | 2                                    | 3      | 4    | 5                         | 6                            | 7               | 8                         | 9                     | 10            | 11        | 12               | 13                  | 14                                      | 15          | 16        | 17                  | 18                               | 19                              | 20                                   | 21                                                                |
| FD-S11     | Implementation Support Consultant-1  | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 44.16                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                      | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Mohammad Moniruzzaman Bhuiyan        | In continuation of previous assignment contract has been extended |
|            |                                      |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                                      |                                                                   |
|            |                                      |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     | -                                       |             |           |                     |                                  |                                 |                                      |                                                                   |
| FD-S12     | Implementation Support Consultant-2  | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 38.33                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                      | NA          | NA        | NA                  |                                  | 17-Sep-24                       | Samsuddin Munna                      | Previous contract running                                         |
|            |                                      |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                                      |                                                                   |
|            |                                      |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     | -                                       |             |           |                     |                                  |                                 |                                      |                                                                   |
| FD-S13     | Implementation Support Consultant-3  | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 39.87                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                      | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Most. Farhana Afsana Chowdhury, BPAA | In continuation of previous assignment contract has been extended |
|            |                                      |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                                      |                                                                   |
|            |                                      |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     | -                                       |             |           |                     |                                  |                                 |                                      |                                                                   |
| FD-S14     | Implementation Support Consultant-4  | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 36.80                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                      | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Ashek Md. Joglul Abedin              | In continuation of previous assignment contract has been extended |
|            |                                      |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                                      |                                                                   |
|            |                                      |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     | -                                       |             |           |                     |                                  |                                 |                                      |                                                                   |
| FD-S15     | Implementation Support Consultant-5  | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 32.20                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                      | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Mohammad Rezwanul Islam              | In continuation of previous assignment contract has been extended |
|            |                                      |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                                      |                                                                   |
|            |                                      |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     | -                                       |             |           |                     |                                  |                                 |                                      |                                                                   |
| FD-S16     | Implementation Support Consultant-6  | Months | 6    | SIC/SSS                   | HOPE                         | IDA/GoB         | 16.10                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                      | NA          | NA        | NA                  |                                  | 31-Dec-24                       | Iftexhar Hassan                      | In continuation of previous assignment contract has been extended |
|            |                                      |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                                      |                                                                   |
|            |                                      |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     | -                                       |             |           |                     |                                  |                                 |                                      |                                                                   |
| FD-S17     | Implementation Support Consultant-7  | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 36.00                     | Planned Dates         | 29-Jan-23     | -         | 16-Feb-23        | 9-Mar-23            | -                                       | 20-Apr-23   | 27-Apr-23 | 25-May-23           |                                  | 24-May-24                       |                                      | Offer Letter Issued                                               |
|            |                                      |        |      |                           |                              |                 |                           | Planned Days          |               |           | 18               | 21                  | -                                       | 42          | 7         | 28                  | 116                              |                                 |                                      |                                                                   |
|            |                                      |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     | -                                       |             |           |                     |                                  |                                 |                                      |                                                                   |
| FD-S18     | Implementation Support Consultant-8  | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 36.00                     | Planned Dates         | 5-Jul-24      | -         | 8-Sep-24         | 22-Sep-24           | -                                       | 29-Sep-24   | 6-Oct-24  | 3-Nov-24            |                                  | 3-Nov-25                        |                                      | REOI Published                                                    |
|            |                                      |        |      |                           |                              |                 |                           | Planned Days          |               |           | 65               | 14                  | -                                       | 7           | 7         | 28                  | 121                              |                                 |                                      |                                                                   |
|            |                                      |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     | -                                       |             |           |                     |                                  |                                 |                                      |                                                                   |
| FD-S19     | Implementation Support Consultant-9  | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 36.00                     | Planned Dates         | 5-Jul-24      | -         | 8-Sep-24         | 22-Sep-24           | -                                       | 29-Sep-24   | 6-Oct-24  | 3-Nov-24            |                                  | 3-Nov-25                        |                                      | REOI Published                                                    |
|            |                                      |        |      |                           |                              |                 |                           | Planned Days          |               |           | 65               | 14                  | -                                       | 7           | 7         | 28                  | 121                              |                                 |                                      |                                                                   |
|            |                                      |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     | -                                       |             |           |                     |                                  |                                 |                                      |                                                                   |
| FD-S20     | Implementation Support Consultant-10 | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 36.00                     | Planned Dates         | 5-Jul-24      | -         | 8-Sep-24         | 22-Sep-24           | -                                       | 29-Sep-24   | 6-Oct-24  | 3-Nov-24            |                                  | 3-Nov-25                        |                                      | REOI Published                                                    |
|            |                                      |        |      |                           |                              |                 |                           | Planned Days          |               |           | 65               | 14                  | -                                       | 7           | 7         | 28                  | 121                              |                                 |                                      |                                                                   |
|            |                                      |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     | -                                       |             |           |                     |                                  |                                 |                                      |                                                                   |
| FD-S21     | Consultant (Communication Strategy)  | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 36.00                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                      | NA          | NA        | NA                  |                                  | 30-Sep-24                       | A K M Rahmat Ali Howlader            | Previous contract running                                         |
|            |                                      |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                                      |                                                                   |
|            |                                      |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                         |             |           |                     |                                  |                                 |                                      |                                                                   |

**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 | Final Proposal Opening & Evaluation | Negotiation | Approval  | Signing of Contract | Total time to Contract Signature | Time for Completion of Contract | Name of Consultant      | Remarks                                                           |
|------------|-------------------------------------------|--------|------|---------------------------|------------------------------|-----------------|---------------------------|-----------------------|---------------|-----------|------------------|---------------------|-------------------------------------|-------------|-----------|---------------------|----------------------------------|---------------------------------|-------------------------|-------------------------------------------------------------------|
| 1          | 2                                         | 3      | 4    | 5                         | 6                            | 7               | 8                         | 9                     | 10            | 11        | 12               | 13                  | 14                                  | 15          | 16        | 17                  | 18                               | 19                              | 20                      | 21                                                                |
| FD-S22     | Consultant (Finance and Accounts Manager) | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 29.90                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                  | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Md. Shahed Hasan        | In continuation of previous assignment contract has been extended |
|            |                                           |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
|            |                                           |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
| FD-S23     | Consultant (Office Manager)               | Months | 6    | SIC/SSS                   | HOPE                         | IDA/GoB         | 9.20                      | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                  | NA          | NA        | NA                  |                                  | 31-Dec-24                       | Mohammad Moshir Rahman  | In continuation of previous assignment contract has been extended |
|            |                                           |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
|            |                                           |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
| FD-S24     | IT Consultant (Programmer)                | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 22.00                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                  | NA          | NA        | NA                  |                                  | 21-Feb-25                       | Muhammad Zia Uddin      | Previous contract running                                         |
|            |                                           |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
|            |                                           |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
| FD-S25     | Jr. IT Consultant                         | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 13.00                     | Planned Dates         | 1-Sep-24      | -         | 22-Sep-24        | 6-Oct-24            | -                                   | 13-Oct-24   | 20-Oct-24 | 17-Nov-24           |                                  | 17-Nov-25                       |                         |                                                                   |
|            |                                           |        |      |                           |                              |                 |                           | Planned Days          |               |           | 21               | 14                  | -                                   | 7           | 7         | 28                  | 77                               | 365                             |                         |                                                                   |
|            |                                           |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
| FD-S26     | Jr. Consultant (Assistant Office Manager) | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 17.63                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                  | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Mohammad Raufur Rahman  | In continuation of previous assignment contract has been extended |
|            |                                           |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
|            |                                           |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
| FD-S27     | Jr. Consultant-Accounts-1                 | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 17.63                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                  | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Md. Abdur Rahman        | In continuation of previous assignment contract has been extended |
|            |                                           |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
|            |                                           |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
| FD-S28     | Jr. Consultant-Accounts-2                 | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 13.80                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                  | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Nazmus Shahdat          | In continuation of previous assignment contract has been extended |
|            |                                           |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
|            |                                           |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
| FD-S29     | Jr. Consultant- Executive-1               | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 17.63                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                  | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Md. Masud Rana          | In continuation of previous assignment contract has been extended |
|            |                                           |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
|            |                                           |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
| FD-S30     | Jr. Consultant- Executive-2               | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 15.33                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                  | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Tanzia Rahman Chowdhury | In continuation of previous assignment contract has been extended |
|            |                                           |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
|            |                                           |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
| FD-S31     | Jr. Consultant- Executive-3               | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 14.57                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                  | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Muhammad Sumsuddin      | In continuation of previous assignment contract has been extended |
|            |                                           |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
|            |                                           |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
| FD-S32     | Jr. Consultant- Executive-4               | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 14.57                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                  | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Md. Hafizul Islam       | In continuation of previous assignment contract has been extended |
|            |                                           |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
|            |                                           |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
| FD-S33     | Jr. Consultant- Executive-5               | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 14.57                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                  | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Md Masud                | In continuation of previous assignment contract has been extended |
|            |                                           |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |
|            |                                           |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                     |             |           |                     |                                  |                                 |                         |                                                                   |





# 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 | Finacial Proposal Opening & Evaluation | Negotiation | Approval  | Signing of Contract | Total time to Contract Signature | Time for Completion of Contract | Name of Consultant   | Remarks                                                           |  |
|------------|------------------------------|--------|------|---------------------------|------------------------------|-----------------|---------------------------|-----------------------|---------------|-----------|------------------|---------------------|----------------------------------------|-------------|-----------|---------------------|----------------------------------|---------------------------------|----------------------|-------------------------------------------------------------------|--|
| 1          | 2                            | 3      | 4    | 5                         | 6                            | 7               | 8                         | 9                     | 10            | 11        | 12               | 13                  | 14                                     | 15          | 16        | 17                  | 18                               | 19                              | 20                   | 21                                                                |  |
| FD-S34     | Jr. Consultant- Executive-6  | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 13.80                     | Planned Dates         | 1-Sep-24      | -         | 22-Sep-24        | 6-Oct-24            | -                                      | 13-Oct-24   | 20-Oct-24 | 17-Nov-24           |                                  | 17-Nov-25                       |                      | Razibul Islam resigned in August 2024                             |  |
|            |                              |        |      |                           |                              |                 |                           | Planned Days          |               |           | 21               | 14                  | -                                      | 7           | 7         | 28                  | 77                               | 365                             |                      |                                                                   |  |
|            |                              |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                        |             |           |                     |                                  |                                 |                      |                                                                   |  |
| FD-S35     | Jr. Consultant- Executive-7  | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 13.80                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                     | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Sadia Naznin         | In continuation of previous assignment contract has been extended |  |
|            |                              |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                        |             |           |                     |                                  |                                 |                      |                                                                   |  |
|            |                              |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                        |             |           |                     |                                  |                                 |                      |                                                                   |  |
| FD-S36     | Jr. Consultant- Executive-8  | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 13.80                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                     | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Md. Abdullah         | In continuation of previous assignment contract has been extended |  |
|            |                              |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                        |             |           |                     |                                  |                                 |                      |                                                                   |  |
|            |                              |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                        |             |           |                     |                                  |                                 |                      |                                                                   |  |
| FD-S37     | Jr. Consultant- Executive-9  | Months | 12   | SIC/SSS                   | HOPE                         | IDA/GoB         | 13.03                     | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                     | NA          | NA        | NA                  |                                  | 30-Jun-25                       | Mohammad Abdul Majed | In continuation of previous assignment contract has been extended |  |
|            |                              |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                        |             |           |                     |                                  |                                 |                      |                                                                   |  |
|            |                              |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                        |             |           |                     |                                  |                                 |                      |                                                                   |  |
| FD-S38     | Jr. Consultant- Executive-10 | Months | 6    | SIC/SSS                   | HOPE                         | IDA/GoB         | 5.37                      | Planned Dates         | NA            | NA        | NA               | NA                  | NA                                     | NA          | NA        | NA                  |                                  | 31-Dec-24                       | Md. Mahabubullah     | In continuation of previous assignment contract has been extended |  |
|            |                              |        |      |                           |                              |                 |                           | Planned Days          |               |           |                  |                     |                                        |             |           |                     |                                  |                                 |                      |                                                                   |  |
|            |                              |        |      |                           |                              |                 |                           | Actual Dates          |               |           |                  |                     |                                        |             |           |                     |                                  |                                 |                      |                                                                   |  |

ANNUAL PROCUREMENT PLAN 2024-25

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

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 Tender | Tender Opening | Tender Evaluation | Appraisal to Award | Notification of Award | Signing of Contract | Total time to Contract Signature | Time for Completion of Contract | Name of Service Provider | 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       | DPM                       | HOPE/NPD                     | IDA/GoB         | 57.00                     | Planned Dates         | NA                           | NA             | NA                | NA                 | NA                    | NA                  |                                  | 30-Jun-25                       | Faiza Enterprise         | In continuation of previous assignment contract has been extended |
|            | Sohayok-6 persons           |        |          |                           |                              |                 |                           | Planned Days          |                              |                |                   |                    |                       |                     | 0                                |                                 |                          |                                                                   |
|            | Cleaning-3 persons          |        |          |                           |                              |                 |                           | Actual Dates          |                              |                |                   |                    |                       |                     |                                  |                                 |                          |                                                                   |
|            | Security Services-4 persons |        |          |                           |                              |                 |                           |                       |                              |                |                   |                    |                       |                     |                                  |                                 |                          |                                                                   |
| FD-NS2     | Transport Services-1        | Months | 12       | OTM                       | HOPE/NPD                     | IDA/GoB         | 128.00                    | Planned Dates         | NA                           | NA             | NA                | NA                 | NA                    | NA                  |                                  | 30-Jun-25                       | Hasan Enterpeise         | In continuation of previous assignment contract has been extended |
|            | Premium Car-1 nos.          |        |          |                           |                              |                 |                           | Planned Days          |                              |                |                   |                    |                       |                     | 0                                |                                 |                          |                                                                   |
|            | Car-8 nos.                  |        |          |                           |                              |                 |                           | Actual Dates          |                              |                |                   |                    |                       |                     |                                  |                                 |                          |                                                                   |
|            | Micro Bus-2 nos.            |        |          |                           |                              |                 |                           |                       |                              |                |                   |                    |                       |                     |                                  |                                 |                          |                                                                   |

Total = 185.00

