

Government of the People's Republic of Bangladesh



Finance Division, Ministry of Finance

Scheme on Internal Audit and Audit Follow-up

ANNUAL PROCUREMENT PLAN For FY 2023-2024

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



SCHEME ON INTERNAL AUDIT & AUDIT FOLLOW-UP

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 Internal Audit and Audit Follow-up
IEB Bhaban (4th Floor), Ramna, Dhaka-1000
WWW.spfms.gov.bd

(Annual PROCUREMENT PLAN)
FY 2023-2024 (3rd Quarter Revised)

Summary of Procurement (2023-2024)

BDT (in Lac Taka)	
<u>Types</u>	<u>Estimated Cost</u>
Goods	22.00
Non Consulting Service (Outsourcing)	18.00
Consulting Service (Firm)	191.67
<u>Consulting Service (Individual)</u>	<u>291.90</u>
Total	523.57


Md. Abdullah
Junior Consultant (Executive)
SPFMS, Finance Division
Ministry of Finance


Mohammad Masir Uddin
Senior Consultant (Procurement)
SPFMS, Finance Division
Ministry of Finance


Md. Rafiqul Islam
Program Executive & Coordinator
SPFMS, Finance Division
Ministry of Finance


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


20/02/2024
(Dr. Md. Khairuzzaman Mozumder
Secretary
Finance Division, Ministry of Finance
&
HOPE, SPFMS

ANNUAL PROCUREMENT PLAN

Finance Ministry / Division-Finance

Agency Finance Division

Procuring Entity Name & Code

Programme Name & Code: Strengthening Public Financial Management to Enable Service Delivery (SPFMS) 1090101-320000-200

Scheme Name: Scheme on Internal Audit and Audit Follow-Up

Goods

Package No	Description of Procurement Packages Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estimated cost in Lac Taka	Time Code for Process	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Appraisal to Award	Notification of Award	Signing of Contract	Total time to Contract Signature	Actual Cost (BDT)	Name of Suppliers	Total Completion time	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
IA-G30 (3Q)	Computer and Accessories	Nos		RFQ	PE	GoB	5.00	Planned Dates	15-Jan-24	30-Jan-24	06-Feb-24	13-Feb-24	20-Feb-24	21-Mar-24					Delivery Completed
	Desktop		2					Planned Days		10	7	7	31	31					
	Small Printer (B\W)		2																
	Scanner (Duplex)		1																
	Color Printer		1																
IA-G31 (3Q)	Computer and Accessories	Nos		RFQ	PE	GoB	5.00	Planned Dates	05-May-24	15-May-24	15-May-24	22-May-24	22-May-24	22-May-24					
	Desktop		3					Planned Days		10	7	7	0	31	31				
	Small Printer (B\W)		3																
IA-G36 (3Q)	Publication (IA Manual & Chartered)	Nos	LS	RFQ/DTM	PE	GoB	5.00	Planned Dates	10-May-24	17-May-24	24-May-24	31-May-24	07-Jun-24						
								Planned Days		10	7	7	7	31	31				
								Actual Date											
								Planned Days											
IA-G37 (3Q)	Interior Decoration (Indoor Plant Table /Rack / Decoration)	Nos	LS	RFQ/DTM	PE	GoB	5.00	Planned Dates	20-Apr-24	30-Apr-24	07-May-24	14-May-24	21-May-24						
								Planned Days		10	7	7	7	31	31				
								Actual Date											
								Planned Days											
IA-G39 (3Q)	Other Stationary	Nos	LS	RFQ	PE	GoB	2.00	Planned Dates	15-Apr-24	25-Apr-24	02-May-24	09-May-24	16-May-24					Notice published	
								Planned Days		10	7	7	7	31	31				
								Actual Date											
								Planned Days											
Total=							22.00												

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Annual PROCUREMENT PLAN: Consulting / Non-Consulting Services (Individual/Firm)

Non-Consulting Service

Finance Ministry / Division-Finance

Agency Finance Division

Procuring Entity Name & Code

Programme Name & Code: Strengthening Public Financial Management to Enable Service Delivery (SPFMS) 1090101-320000-200

Scheme Name: Scheme on Internal Audit and Audit Follow-up

Package No	Description of procurement package Goods	Unit	Total Quantity	Procurement Method & pattern	Procurement Approving Authority	Source of Funds	Total cost in Lac Taka	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	Actual Cost (BDT)	Name of Consultant	Time for Completion of Contract	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
IA-S03	Shahayok Services (No of Shoyaok Service-04 for 12 months)	PM	48	SSS	PE	GoB	18.00	Planned Dates	N/A	N/A	N/A	N/A	N/A	20-Jun-23	22-Jun-23	30-Jun-23					Contract is going on
								Planned Days							2	8	10		M/S. Faiza		
								Actual Dates													
								Actual Days													
						Total=	18.00														

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Mohammad
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Annual PROCUREMENT PLAN: Consulting / Non-Consulting Services (Individual/Firm)

Consulting Service (Firm)

Finance Ministry / Division-Finance

Agency Finance Division

Procuring Entity Name & Code

Programme Name & Code: Strengthening Public Financial Management to Enable Service Delivery (SPFMS) 1090101-320000-200

Scheme Name: Scheme on Internal Audit and Audit Follow-up

Package No	Description of procurement package/Goods	Unit	Total Quantity	Procurement Method	Procurement Approving Authority	Source of Funds	Total cost in Lac Taka	Time Code for Process	EoI Issue	Issue RFP	Proposal opening	Proposal Evaluation	Financial Proposal Opening & Evaluation	Negotiation	Approval	Signing of Contract	Total time to Contract Signature	Actual Cost (BDT)	Name of Consultant	Time for Completion of Contract	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
IA-S04	Consultant Firm (Internal Audit) for Six Months (One Task Team Leader, Six Auditors and One Office Executive)	Month	6	SBCQ	PE	GoB	191.67	Planned Dates	1-Jul-23	29-Jul-23	12-Aug-23	19-Aug-23	26-Aug-23	29-Aug-23	5-Sep-23	12-Sep-23					Contract is going on
								Planned Days		28	14	7	7	3	7	7	73				
								Actual Dates	16-Aug-23	N/A	10-Sep-23	15-Oct-23	6-Nov-23	22-Nov-23	24-Dec-23	15-Jan-24			S. F. Ahmed & Co. CA		
								Actual Days			25	50	70	86	116	122	122				
						Total =	191.67														

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Annual PROCUREMENT PLAN: Consulting Services (Individual)

Consulting Service (IC)

Finance Ministry / Division-Finance

Agency Finance Division

Procuring Entity Name & Code

Programme Name & Code: Strengthening Public Financial Management to Enable Service Delivery (SPFMS) 1090101-320000-200

Scheme Name: Scheme on Internal Audit and Audit Follow-up

Package No	Description of procurement package	Unit	Total Quantity	Procurement Method	Procurement Approving Authority	Source of Funds	Total cost in Lac Taka	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	Actual Cost (BDT)	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
IA-S15	Sr. Consultant (Internal Auditor)-1	PM	12	SIC/SSS	HOPE	GoB	49.07	Planned Dates	N/A	N/A	N/A	N/A	N/A	20-Jun-23	22-Jun-23	30-Jun-23			Emadul Hannan	30/06/2024
								Planned Days							3	7	10			
								Actual Dates												
IA-S16	Sr. Consultant (Internal Auditor)-2	PM	12	SIC/SSS	HOPE	GoB	49.07	Planned Dates	15-Jul-23	5-Aug-23	19-Aug-23	26-Aug-23	2-Sep-23	5-Sep-23	12-Sep-23	19-Sep-23			Mr. MA Samad	31/12/2025
								Planned Days		21	14	7	7	3	7	7	66			
								Actual Dates	16-Aug-23	N/A	10-Sep-23	15-Oct-23	6-Nov-23	22-Nov-23	24-Dec-23	1-Jan-24				
IA-S20	Sr. Consultant (Procurement Specialist)-1	PM	12	SIC/SSS	HOPE	GoB	43.70	Planned Dates	N/A	N/A	N/A	N/A	N/A	20-Jun-23	22-Jun-23	30-Jun-23			Nasir Uddin	30/06/2024
								Planned Days							2	8	10			
								Actual Dates												
IA-S21	Senior Consultant (IT)-1	PM	12	SIC/SSS	HOPE	GoB	30.00	Planned Dates	N/A	N/A	N/A	N/A	N/A	20-Jun-23	22-Jun-23	30-Jun-23			Mr. Mahbub	30/06/2024
								Planned Days							3	7	10			
								Actual Dates												
IA-S28	Consultant (Internal Auditor)-1	PM	12	SIC/SSS	HOPE	GoB	23.64	Planned Dates	15-Jul-23	5-Aug-23	19-Aug-23	26-Aug-23	2-Sep-23	5-Sep-23	12-Sep-23	19-Sep-23			Mr. Aynul Islam	31/12/2025
								Planned Days		21	14	7	7	3	7	7	66			
								Actual Dates	16-Aug-23	N/A	10-Sep-23	15-Oct-23	6-Nov-23	22-Nov-23	24-Dec-23	1-Jan-24				
IA-S29	Consultant (Internal Auditor)-2	PM	12	SIC/SSS	HOPE	GoB	23.64	Planned Dates	15-Jul-23	5-Aug-23	19-Aug-23	26-Aug-23	2-Sep-23	5-Sep-23	12-Sep-23	19-Sep-23			Mr. Samiran Dutta	31/12/2025
								Planned Days		21	14	7	7	3	7	7	66			
								Actual Dates	16-Aug-23	N/A	10-Sep-23	15-Oct-23	6-Nov-23	22-Nov-23	24-Dec-23	1-Jan-24				
IA-S23	Junior Consultant (Internal Auditor)-1	PM	12	SIC/SSS	HOPE	GoB	9.20	Planned Dates	N/A	N/A	N/A	N/A	N/A	20-Jun-23	22-Jun-23	30-Jun-23			Mrs. Sharmin	30/06/2024
								Planned Days							3	7	10			
								Actual Dates												
IA-S25	Junior Consultant (Procurement)-1	PM	12	SIC/SSS	HOPE	GoB	13.80	Planned Dates	N/A	N/A	N/A	N/A	N/A	20-Jun-23	22-Jun-23	30-Jun-23			Mr. Akkas Alam	30/06/2024
								Planned Days							3	7	10			
								Actual Dates												

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Age No	Description of procurement package	Unit	Total Quantity	Procurement Method	Procurement Approving Authority	Source of Funds	Total cost in Lac Take	Time Code for Process	Advertise Eol	Issue RFP	Proposal opening	Proposal Evaluation	Finacial Proposal Opening & Evaluation	Negotiation	Approval	Signing of Contract	Total time to Contract Signature	Actual Cost (BDT)	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
IA-526	Junior Consultant (Administration & Training)-1	PM	12	SIC/SSS	HOPE	GoB	8.44	Planned Dates	N/A	N/A	N/A	N/A	N/A	20-Jun-23	22-Jun-23	30-Jun-23			Mrs. Fateha	30/06/2024
								Planned Days						3	7	10				
								Actual Dates												
IA-527	Junior Consultant (IT)-1						11.34	Actual Dates	N/A	N/A	N/A	N/A	N/A	20-Jun-23	22-Jun-23	30-Jun-23			Mr. Zia Uddin	
								Actual Days						3	7	10				
								Actual Dates												
IA-528	Junior Consultant (Executive)-1	PM	12	SIC/SSS	HOPE	GoB	18.00	Planned Dates	15-Mar-24	5-Apr-24	19-Apr-24	26-Apr-24	3-May-24	6-May-24	13-May-24	20-May-24				
								Planned Days		21	14	7	7	3	7	7	66			
								Actual Dates												
IA-528	Junior Consultant (Data Entry Analyst)-1	PM	12	SIC/SSS	HOPE	GoB	12.00	Planned Dates	15-Mar-24	5-Apr-24	19-Apr-24	26-Apr-24	3-May-24	6-May-24	13-May-24	20-May-24				
								Planned Days		21	14	7	7	3	7	7	66			
								Actual Dates												
						Total =	291.90													

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