

**Bangladesh Trade and Tariff Commission**  
 Procuring Entity Name : Secretary, BTTC  
 Annual Procurement Plan For FY 2023-2024

Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract of Approving Authority	Source of Funds	Estd. Cost in Thousand Tk.	Time Code for Process	Invite Advertise Tender	Tender Opening	Tender Evaluation	Approval 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
BTTC-RFQCM-001	Cleaning Materials	List Enclosed-1	List Enclosed-1	RFQ	HOPE	GOB	50	Planned Dates	Mon 21/08/2023	Thu 31/08/2023	Tue 05/09/2023	Mon 11/09/2023	Thu 14/09/2023	Sun 17/09/2023		Sun 17/09/2023
BTTC-OTMCM-002	Cleaning Materials	List Enclosed-2	List Enclosed-2	OTM	HOPE	GOB	100	Planned Dates	Sun 15/10/2023	Mon 30/10/2023	Mon 06/11/2023	Mon 13/11/2023	Thu 23/11/2023	Thu 07/12/2023		Thu 07/12/2023
BTTC-OTMIT-003	Internet Equipments	List Enclosed-3	List Enclosed-3	OTM	HOPE	GOB	200	Planned Dates	Sun 12/11/2023	Mon 27/11/2023	Mon 04/12/2023	Mon 11/12/2023	Thu 21/12/2023	Thu 04/01/2024		Thu 04/01/2024
BTTC-OTMPT-004	Printing Toner	List Enclosed-4	List Enclosed-4	OTM	HOPE	GOB	500	Planned Dates	Sun 14/01/2024	Mon 29/01/2024	Mon 05/02/2024	Mon 12/02/2024	Thu 22/02/2024	Thu 07/03/2024		Thu 07/03/2024
BTTC-RFQPT-005	Printing Toner	List Enclosed-5	List Enclosed-5	RFQ	HOPE	GOB	100	Planned Dates	Sun 12/11/2023	Wed 22/11/2023	Mon 27/11/2023	Mon 04/12/2023	Thu 07/12/2023	Sun 10/12/2023		Sun 10/12/2023
BTTC-RFQPB-006	Printing and Binding	List Enclosed-6	List Enclosed-6	RFQ	HOPE	GOB	100	Planned Dates	Wed 21/02/2024	Sat 02/03/2024	Wed 06/03/2024	Sun 10/03/2024	Wed 13/03/2024	Sun 17/03/2024		Sun 17/03/2024
BTTC-OTMPB-007	Printing and Binding	List Enclosed-7	List Enclosed-7	OTM	HOPE	GOB	170	Planned Dates	Sun 25/02/2024	Sun 10/03/2024	Sun 17/03/2024	Sun 24/03/2024	Wed 03/04/2024	Wed 17/04/2024		Wed 17/04/2024

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
BTT-OTMST-008	Stationary	List Enclosed-8	List Enclosed-8	OTM	HOPE	GOB	1410	Planned Dates	Mon 26/02/2024	Mon 11/03/2024	Mon 18/03/2024	Mon 25/03/2024	Thu 04/04/2024	Thu 18/04/2024		Thu 18/04/2024
								Planned Days	0	14	7	7	10	14	52	
								Actual Date								
BTT-RFQST-009	Stationary	List Enclosed-9	List Enclosed-9	RFQ	HOPE	GOB	300	Planned Dates	Wed 30/08/2023	Sun 10/09/2023	Sun 17/09/2023	Fri 22/09/2023	Mon 25/09/2023	Wed 27/09/2023		Wed 27/09/2023
								Planned Days	0	11	7	5	3	2	28	
								Actual Date								
BTT-OTMCON-010	Consumables	List Enclosed-10	List Enclosed-10	OTM	HOPE	GOB	450	Planned Dates	Sat 24/02/2024	Mon 11/03/2024	Mon 18/03/2024	Mon 25/03/2024	Thu 28/03/2024	Thu 04/04/2024		Thu 04/04/2024
								Planned Days	0	16	7	7	3	7	40	
								Actual Date								
BTT-RFOCON-011	Consumables	List Enclosed-11	List Enclosed-11	RFQ	HOPE	GOB	150	Planned Dates	Sun 24/09/2023	Wed 04/10/2023	Mon 09/10/2023	Sat 14/10/2023	Tue 17/10/2023	Tue 24/10/2023		Tue 24/10/2023
								Planned Days	0	10	5	5	3	7	30	
								Actual Date								
BTT-OTMDRE-012	Livories	List Enclosed-12	List Enclosed-12	OTM	HOPE	GOB	400	Planned Dates	Sun 14/01/2024	Sun 28/01/2024	Sun 04/02/2024	Sun 11/02/2024	Wed 21/02/2024	Thu 07/03/2024		Thu 07/03/2024
								Planned Days	0	14	7	7	10	15	53	
								Actual Date								
BTT-RFQCR-013	Computer Repair	List Enclosed-13	List Enclosed-13	RFQ	HOPE	GOB	200	Planned Dates	Sat 14/10/2023	Tue 24/10/2023	Sun 29/10/2023	Thu 02/11/2023	Sun 05/11/2023	Sun 12/11/2023		Sun 12/11/2023
								Planned Days	0	10	5	4	3	7	29	
								Actual Date								
BTT-OTMCR-014	Computer Repair	List Enclosed-14	List Enclosed-14	OTM	HOPE	GOB	100	Planned Dates	Mon 14/08/2023	Tue 29/08/2023	Tue 05/09/2023	Tue 12/09/2023	Tue 19/09/2023	Tue 03/10/2023		Tue 03/10/2023
								Planned Days	0	15	7	7	7	14	50	
								Actual Date								
BTT-OTMCA-015	Office equipment	List Enclosed-15	List Enclosed-15	OTM	HOPE	GOB	350	Planned Dates	Wed 14/02/2024	Thu 29/02/2024	Thu 07/03/2024	Thu 14/03/2024	Thu 21/03/2024	Thu 04/04/2024		Thu 04/04/2024
								Planned Days	0	15	7	7	7	14	50	
								Actual Date								
BTT-OTMCA-016	Computers and accessories	List Enclosed-16	List Enclosed-16	OTM	HOPE	GOB	700	Planned Dates	Mon 22/01/2024	Thu 08/02/2024	Thu 15/02/2024	Thu 22/02/2024	Thu 29/02/2024	Thu 14/03/2024		Thu 14/03/2024
								Planned Days	0	17	7	7	7	14	52	
								Actual Date								

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1		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
BTT- RFQCES- 017	Computer and other equipment servicing	List Enclosed-17	List Enclosed-17	RFQ	HOPE	GOB	200	Planned Dates Planned Days Actual Date	Sun 10/09/2023 0 Actual Date	Wed 20/09/2023 10 Thu 02/05/2024	Mon 25/09/2023 5 Thu 23/05/2024	Sat 30/09/2023 5 Thu 30/05/2024	Thu 05/10/2023 5 Sun 09/06/2024	Tue 10/10/2023 5 Sun 23/06/2024	30 52	Tue 10/10/2023 Sun 23/06/2024
BTT- OTMICT- 018	ICT and Computer Accessories	List Enclosed-18	List Enclosed-18	OTM	HOPE	GOB	400	Planned Dates Planned Days Actual Date	Thu 02/05/2024 0 Actual Date	Thu 16/05/2024 14 Thu 23/05/2024	Thu 23/05/2024 7 Thu 23/05/2024	Thu 30/05/2024 7 Thu 30/05/2024	Sun 09/06/2024 10 Thu 10/06/2024	Sun 23/06/2024 14 Sun 23/06/2024	52	Sun 23/06/2024
BTT- RFQICT- 019	ICT and Computer Accessories	List Enclosed-19	List Enclosed-19	RFO	HOPE	GOB	50	Planned Dates Planned Days Actual Date	Mon 02/10/2023 0 Actual Date	Thu 12/10/2023 10 Thu 12/10/2023	Tue 17/10/2023 5 Thu 17/10/2023	Sun 22/10/2023 5 Sun 22/10/2023	Fri 27/10/2023 5 Fri 27/10/2023	Wed 01/11/2023 5 Wed 01/11/2023	30	Wed 01/11/2023
BTT- OTMEO-20	Electrical and office equipment	List Enclosed-20	List Enclosed-20	OTM	HOPE	GOB	175	Planned Dates Planned Days Actual Date	Mon 08/01/2024 0 Actual Date	Mon 22/01/2024 14 Mon 22/01/2024	Mon 29/01/2024 7 Mon 29/01/2024	Mon 05/02/2024 7 Mon 05/02/2024	Thu 15/02/2024 10 Thu 15/02/2024	Thu 29/02/2024 14 Thu 29/02/2024	52	Thu 29/02/2024
BTT- OTMCS-21	Computer software	List Enclosed-21	List Enclosed-21	OTM	HOPE	GOB	350	Planned Dates Planned Days Actual Date	Mon 26/02/2024 0 Actual Date	Tue 12/03/2024 15 Tue 12/03/2024	Tue 19/03/2024 7 Tue 19/03/2024	Tue 26/03/2024 7 Tue 26/03/2024	Tue 02/04/2024 7 Tue 02/04/2024	Wed 17/04/2024 15 Wed 17/04/2024	51	Wed 17/04/2024
BTT- RFQCS-22	Computer software	List Enclosed-22	List Enclosed-22	RFQ	HOPE	GOB	150	Planned Dates Planned Days Actual Date	Sun 27/08/2023 0 Actual Date	Wed 06/09/2023 10 Wed 06/09/2023	Mon 11/09/2023 5 Mon 11/09/2023	Sat 16/09/2023 5 Sat 16/09/2023	Thu 21/09/2023 5 Thu 21/09/2023	Tue 26/09/2023 5 Tue 26/09/2023	30	Tue 26/09/2023
BTT- OTMFUR- 23	Furniture	List Enclosed-23	List Enclosed-23	OTM	HOPE	GOB	300	Planned Dates Planned Days Actual Date	Mon 12/02/2024 0 Actual Date	Tue 27/02/2024 15 Tue 27/02/2024	Tue 05/03/2024 7 Tue 05/03/2024	Tue 12/03/2024 7 Tue 12/03/2024	Tue 19/03/2024 7 Tue 19/03/2024	Wed 03/04/2024 15 Wed 03/04/2024	51	Wed 03/04/2024
BTT- RFQFUR- 24	Furniture	List Enclosed-24	List Enclosed-24	RFQ	HOPE	GOB	200	Planned Dates Planned Days Actual Date	Sun 19/11/2023 0 Actual Date	Wed 29/11/2023 10 Wed 29/11/2023	Mon 04/12/2023 5 Mon 04/12/2023	Sat 09/12/2023 5 Sat 09/12/2023	Thu 14/12/2023 5 Thu 14/12/2023	Tue 19/12/2023 5 Tue 19/12/2023	30	Tue 19/12/2023

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