

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

Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract of Approving Authority	Source of Funds	Esti. 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
BTTG-OTMPT-001	Printing Toner	List Enclosed-1	List Enclosed-1	OTM	HOPE	GOB	500	Planned Dates Planned Days Actual Date	Wed 14/02/2024 0 Sun 25/02/2024	Thu 29/02/2024 15 Wed 06/03/2024	Thu 07/03/2024 7 Sun 10/03/2024	Thu 14/03/2024 7 Thu 14/03/2024	Sun 24/03/2024 10 Sun 17/03/2024	Sun 07/04/2024 14 Thu 21/03/2024	53	Sun 07/04/2024
BTTG-RFCPB-002	Printing and Binding	List Enclosed-2	List Enclosed-2	RFQ	HOPE	GOB	200	Planned Dates Planned Days Actual Date	Mon 26/02/2024 0 Sun 25/02/2024	Mon 11/03/2024 10 Wed 06/03/2024	Mon 18/03/2024 4 Sun 10/03/2024	Mon 25/03/2024 4 Thu 14/03/2024	Thu 04/04/2024 3 Sun 17/03/2024	Thu 18/04/2024 4 Thu 21/03/2024	25	Thu 21/03/2024
BTTG-OTMST-003	Stationary	List Enclosed-3	List Enclosed-3	RFQ	HOPE	GOB	300	Planned Dates Planned Days Actual Date	Mon 26/02/2024 0 Sun 25/02/2024	Mon 11/03/2024 14 Wed 06/03/2024	Mon 18/03/2024 7 Sun 10/03/2024	Mon 25/03/2024 7 Thu 14/03/2024	Thu 04/04/2024 10 Sun 17/03/2024	Thu 18/04/2024 14 Thu 21/03/2024	52	Thu 18/04/2024
BTTG-RFOST-004	Stationary	List Enclosed-4	List Enclosed-4	OTM	HOPE	GOB	1200	Planned Dates Planned Days Actual Date	Tue 27/02/2024 0 Sun 25/02/2024	Tue 12/03/2024 14 Wed 06/03/2024	Tue 19/03/2024 7 Sun 10/03/2024	Tue 26/03/2024 7 Thu 14/03/2024	Fri 05/04/2024 10 Sun 17/03/2024	Fri 19/04/2024 14 Thu 21/03/2024	52	Fri 19/04/2024
BTTG-OTMCON-005	Consumables	List Enclosed-5	List Enclosed-5	OTM	HOPE	GOB	350	Planned Dates Planned Days Actual Date	Sat 24/02/2024 0 Sun 25/02/2024	Mon 11/03/2024 16 Wed 06/03/2024	Mon 18/03/2024 7 Sun 10/03/2024	Mon 25/03/2024 7 Thu 14/03/2024	Thu 28/03/2024 3 Sun 17/03/2024	Thu 04/04/2024 7 Thu 21/03/2024	40	Thu 04/04/2024
BTTG-RFOCON-006	Consumables	List Enclosed-6	List Enclosed-6	RFQ	HOPE	GOB	100	Planned Dates Planned Days Actual Date	Thu 22/02/2024 0 Sun 25/02/2024	Sun 03/03/2024 10 Wed 06/03/2024	Fri 08/03/2024 5 Sun 10/03/2024	Wed 13/03/2024 5 Thu 14/03/2024	Sat 16/03/2024 3 Sun 17/03/2024	Sat 23/03/2024 7 Sun 10/03/2024	30	Sat 23/03/2024
BTTG-OTMDRE-007	Livings	List Enclosed-07	List Enclosed-07	OTM	HOPE	GOB	400	Planned Dates Planned Days Actual Date	Wed 14/02/2024 0 Sun 25/02/2024	Wed 28/02/2024 14 Wed 06/03/2024	Wed 06/03/2024 7 Sun 10/03/2024	Wed 13/03/2024 7 Thu 14/03/2024	Sat 23/03/2024 10 Sun 17/03/2024	Sun 07/04/2024 15 Thu 18/04/2024	53	Sun 07/04/2024
BTTG-RFOCR-008	Computer Repair	List Enclosed-8	List Enclosed-8	OTM	HOPE	GOB	90	Planned Dates Planned Days Actual Date	Sun 25/02/2024 0 Sun 24/03/2024	Sun 10/03/2024 14 Sun 24/03/2024	Sun 17/03/2024 7 Fri 29/03/2024	Sun 24/03/2024 7 Tue 02/04/2024	Wed 03/04/2024 10 Fri 05/04/2024	Thu 18/04/2024 15 Fri 12/04/2024	53	Thu 18/04/2024
BTTG-RFOCR-009	Computer Repair	List Enclosed-09	List Enclosed-09	RFQ	HOPE	GOB	90	Planned Dates Planned Days Actual Date	Thu 14/03/2024 0 Sun 24/03/2024	Sun 24/03/2024 10 Fri 29/03/2024	Fri 29/03/2024 5 Tue 02/04/2024	Tue 02/04/2024 4 Fri 05/04/2024	Fri 05/04/2024 3 Fri 12/04/2024	Fri 12/04/2024 7	29	Fri 12/04/2024

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Package	Description of	Unit	Quantity	Procurement	Contract of	Source of	Est'd. Cost in	Time Code	Invite Advertise	Tender Opening	Tender	Approval to	Notification of	Signing of	Total Time to	Time for
BTTCA-010	Office equipment	List Enclosed-10	List Enclosed-10	RFQ	HOPE	GOB	300	Planned Dates Planned Days	Thu 22/02/2024 0	Sun 03/03/2024 10	Mon 11/03/2024 8	Thu 14/03/2024 3	Sun 17/03/2024 3	Sun 24/03/2024 7	31	Sun 24/03/2024
BTTCA-011	Computers and accessories	List Enclosed-11	List Enclosed-11	OTM	HOPE	GOB	570	Actual Date Planned Dates Planned Days	Sat 13/01/2024 0	Tue 30/01/2024 17	Tue 06/02/2024 7	Tue 13/02/2024 7	Tue 20/02/2024 7	Tue 05/03/2024 14	52	Tue 05/03/2024
BTTCA-RFQCES-012	Computer and other equipment servicing	List Enclosed-12	List Enclosed-12	RFQ	HOPE	GOB	80	Actual Date Planned Dates Planned Days	Mon 25/03/2024 0	Thu 04/04/2024 10	Tue 09/04/2024 5	Sun 14/04/2024 5	Thu 18/04/2024 4	Tue 23/04/2024 5	29	Tue 23/04/2024
BTTCA-OTM/ICT-013	ICT and Computer Accessories	List Enclosed-13	List Enclosed-13	OTM	HOPE	GOB	360	Actual Date Planned Dates Planned Days	Wed 02/10/2024 0	Wed 16/10/2024 14	Wed 23/10/2024 7	Wed 30/10/2024 7	Thu 07/11/2024 8	Thu 21/11/2024 14	50	Thu 21/11/2024
BTTCA-OTM/EO-014	Electrical and office equipment	List Enclosed-14	List Enclosed-14	OTM	HOPE	GOB	35	Actual Date Planned Dates Planned Days	Thu 08/02/2024 0	Thu 22/02/2024 14	Thu 29/02/2024 7	Thu 07/03/2024 7	Sun 17/03/2024 10	Sun 31/03/2024 14	52	Sun 31/03/2024
BTTCA-OTM/EO-015	Electrical and office equipment	List Enclosed-15	List Enclosed-15	RFQ	HOPE	GOB	100	Actual Date Planned Dates Planned Days	Mon 26/02/2024 0	Thu 07/03/2024 10	Tue 12/03/2024 5	Sun 17/03/2024 5	Thu 21/03/2024 4	Tue 26/03/2024 5	29	Tue 26/03/2024
BTTCA-OTM/CS-016	Computer software	List Enclosed-16	List Enclosed-16	RFQ	HOPE	GOB	200	Actual Date Planned Dates Planned Days	Thu 22/02/2024 0	Sun 03/03/2024 10	Fri 08/03/2024 5	Wed 13/03/2024 5	Sun 17/03/2024 4	Thu 21/03/2024 4	28	Thu 21/03/2024
BTTCA-OTM/CS-016	Computer software	List Enclosed-16	List Enclosed-16	OTM	HOPE	GOB	550	Actual Date Planned Dates Planned Days	Sat 02/03/2024 0	Sun 17/03/2024 15	Sun 24/03/2024 7	Sun 31/03/2024 7	Sun 07/04/2024 7	Mon 22/04/2024 15	51	Mon 22/04/2024
BTTCA-OTM/FUR-017	Furniture	List Enclosed-17	List Enclosed-17	RFQ	HOPE	GOB	200	Actual Date Planned Dates Planned Days	Mon 12/02/2024 0	Thu 22/02/2024 10	Tue 27/02/2024 5	Sun 03/03/2024 5	Thu 07/03/2024 4	Mon 11/03/2024 4	28	Mon 11/03/2024
BTTCA-OTM/FUR-018	Furniture	List Enclosed-18	List Enclosed-18	OTM	HOPE	GOB	250	Actual Date Planned Dates Planned Days	Mon 12/02/2024 0	Tue 27/02/2024 15	Tue 05/03/2024 7	Tue 12/03/2024 7	Tue 19/03/2024 7	Wed 03/04/2024 15	51	Wed 03/04/2024

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মোহাম্মদ হাম্বান করীম  
সহকারী সচিব (প্রশাসন)

অবদুল্লাহ আল মাদান  
সচিব (উপসচিব)  
১৯৫৫ ১৬৭৭২৪

ড. আরশাদ মনিরুল সালেহীন  
সচিব (প্রশাসন)