

**ANNUAL PROCUREMENT PLAN (For Goods)**

Year: 2021-2022

Ministry/Division : Ministry of LGRD & Co-Operatives  
 Agency : National Institute of Local Government (NILG)  
 Procuring Entity Name & Code : National Institute of Local Government (NILG)  
 Procuring Entity : Director (Administration and Coordination), NILG

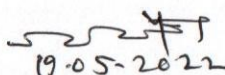
Budget: Revenue

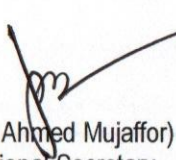
Package No	Description of Procurement Package	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estd Cost in Lac Tk.	Indicative dates							Remark
								Not Used in Goods	Invite/Advertisement Tender	Tender Opening	Tender Evaluation	Approval to Award	NOA	Time for Completion of Contract	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
GR-01	Procurement of Audio Visual Materials	No.	LS	RFQ	HOPE	GoB	3.00	-	07-Oct-21	13-Oct-21	14-Oct-21	04-Nov-21	04-Nov-21	30-Nov-21	
GR-02	Procurement of Printing Materials (Hand Book & Others)	No.	LS	OTM (Framework Contract)	HOPE	GoB	18.00	-	11-Oct-21	27-Oct-21	03-Nov-21	16-Nov-21	17-Nov-21	24-Nov-21	
GR-03	Procurement of Training Materials: Bag	No.	LS	OTM (Framework Contract)	HOPE	GoB	-	-	01-Nov-21	16-Nov-21	24-Nov-21	02-Dec-21	05-Dec-21	12-Dec-21	
GR-04	Procurement of Training Materials: Pendrive	No.	LS	OTM (Framework Contract)	HOPE	GoB	-	-	01-Nov-21	16-Nov-21	24-Nov-21	02-Dec-21	05-Dec-21	12-Dec-21	
GR-05	Procurement of Stationary	No.	LS	OTM (Framework contract)	HOPE	GoB	14.00	-	01-Nov-21	16-Nov-21	24-Nov-21	02-Dec-21	05-Dec-21	12-Dec-21	
GR-06	Procurement of Printing Materials (Certificate)	No.	LS	RFQ	HOPE	GoB	2.20	-	03-Nov-21	08-Nov-21	10-Nov-21	15-Nov-21	15-Nov-21	30-Nov-21	
GR-07	Procurement of Computer Accessories	No.	LS	DPM (Cash purchase)	HOPE	GoB	8.00	-	-	-	-	-	-	-	When required
GR-8	Procurement of Smart Board and Computer	No.	1 & 5	OTM	HOPE	GoB	20.00	-	12-Jan-22	27-Jan-22	30-Jan-22	06-Feb-22	10-Feb-22	30-Mar-22	EGP
GR-09	Procurement of Sanitary Fittings	No.	LS	RFQ	HOPE	GoB	3.00	-	17-Jan-22	23-Jan-22	25-Jan-22	30-Jan-22	30-Jan-22	28-Feb-22	
GR-10	Procurement of File Cabinet	No.	05	RFQ	HOPE	GoB	1.62	-	17-Jan-22	23-Jan-22	25-Jan-22	30-Jan-22	30-Jan-22	28-Feb-22	
GR-11	Procurement of Multi Function Laser Printer	No.	12	OTM	HOPE	GoB	6.00	-	26-Jan-22	13-Feb-22	22-Mar-22	23-Mar-22	27-Mar-22	10-May-22	EGP



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								Not Used in Goods	Invite/Advertisement Tender	Tender Opening	Tender Evaluation	Approval to Award	NOA	Time for Completion of Contract	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
GR-12	Procurement of Coffee Vending Machine	No.	02	RFQ	HOPE	GoB	0.88	-	27-Jan-22	02-Feb-22	03-Feb-22	09-Feb-22	09-Feb-22	28-Feb-22	
GR-13	Procurement of Zoom Business ID	No.	10	RFQ	HOPE	GoB	2.34	-	07-Feb-22	13-Feb-22	14-Feb-22	16-Feb-22	16-Feb-22	30-Mar-22	
GR-14	Procurement of Electric Water Filter	No.	05	RFQ	HOPE	GoB	1.65	-	16-Feb-22	22-Feb-22	23-Feb-22	15-Mar-22	15-Mar-22	15-Apr-22	
GR-15	Procurement of Computer	No.	LS	OTM	HOPE	GoB	10.00	-	17-May-22	02-June-22	05-June-22	06-June-22	08-June-22	25-June-22	EGP
GR-16	Procurement of Office Furniture	No.	According to need	RFQ	HOPE	GoB	2.90	-	22-May-22	29-May-22	30-May-22	31-May-22	31-May-22	15-June-22	
GR-17	Procurement of Bed Seat/Curtain	No.	LS	RFQ	HOPE	GoB	3.00	-	22-May-22	29-May-22	30-May-22	31-May-22	31-May-22	15-June-22	
GR-18	Procurement of Digital Podium	No.	02	OTM	HOPE	GoB	8.00	-	23-May-22	07-June-22	07-June-22	12-June-22	16-June-22	29-June-22	EGP
GR-19	Procurement of Smart Board	No.	01	OTM	HOPE	GoB	7.30	-	23-May-22	06-June-22	06-June-22	09-June-22	15-June-22	29-June-22	EGP
GR-20	Procurement of Video/Steel Camera	No.	02	OTM	HOPE	GoB	7.40	-	24-May-22	07-June-22	07-June-22	09-June-22	14-June-22	26-June-22	EGP
GR-21	Procurement of Instrument by PWD	No.	According to need	DPM/OTM	HOPE	GoB	45.00	-							Delegated Procurement
GR-22	Procurement of Refreshment	No.	According to need	DPM	HOPE	GoB	3.80	-	-	-	-	-	-	-	When required

  
 (Sarmina Sattar)  
 Senior Assistant Secretary  
 Deputy Director (Admn & Coordination)

  
 (Md. Moniruzzaman)  
 Joint Secretary  
 Director (Admn & Coordination)

  
 (Saleh Ahmed Mujaffor)  
 Additional Secretary  
 Director General

**ANNUAL PROCUREMENT PLAN (For Works)**

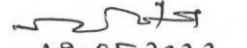
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 Procuring Entity Name & Code : National Institute of Local Government (NILG)  
 Procuring Entity : Director (Administration and Coordination), NILG

Budget: Revenue

Package No	Description of Procurement Package	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estd Cost in Lac Tk.	Indicative dates								Remark
								Not Used in Goods	Invite/Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	NOA	Signing of Contract	Time for Completion of Contract	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
WD-01	Procurement of Repair and Renovation of Infrastructure	Sqm.	As per requirement	DPM/OTM (National)	HOPE	GoB	90	-								Delegated Procurement

  
 (Sarmina Sattar)  
 Senior Assistant Secretary  
 Deputy Director (Admn & Coordination)

  
 19-05-2022  
 (Md. Moniruzzaman)  
 Joint Secretary  
 Director (Admn & Coordination)

  
 (Saleh Ahmed Mujaffor)  
 Additional Secretary  
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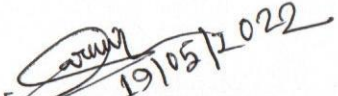


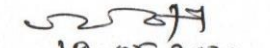
**ANNUAL PROCUREMENT PLAN (For Services)**

Year: 2021-2022

Ministry/Division : Ministry of LGRD & Co-Operatives  
 Agency : National Institute of Local Government (NILG)  
 Procuring Entity Name & Code : National Institute of Local Government (NILG)  
 Procuring Entity : Director (Administration and Coordination), NILG  
 Budget: Revenue

Package No	Description of Procurement of Services	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estd Cost in Lac Tk.	Indicative dates					Remark
								Invitation for Eol	Issue of RFP	Proposal Evaluation	Signing of Contract	Time for Completion of Contract	
1	2	3	4	5	6	7	8	10	11	12	13	14	15
SD-01	Procurement of Intellectual and Professional Services (Research)	No	5	OTM (National)	HOPE	GoB	55.80	29-Aug-21	23-Sep-21	28-Octo-21	10-Nov-21	30-June-22	

  
 19/05/2022  
 (Sarmina Sattar)  
 Senior Assistant Secretary  
 Deputy Director (Admn & Coordination)

  
 19-05-2022  
 (Md. Moniruzzaman)  
 Joint Secretary  
 Director (Admn & Coordination)

  
 (Saleh Ahmed Mujaffor)  
 Additional Secretary  
 Director General