SHAHJALAL UNIVERSITY OF SCIENCE AND TECHNOLOGY, SYLHET.

ANNUAL PROCUREMENT PLAN
(NON-DEVELOPMENT BUDGET)
2022-2023

ANNUAL PROCUREMENT PLAN 2022-2023

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ANNUAL PROCUREMENT PLAN FOR REVENUE BUDGET FOR THE YEAR 2022-2023 (Goods/Services /Works)

Department of Chemistry
SUST, Sylhet.
Annual Procurement Plan (2022-2023)

Ministry : Education
Agency : U.G.C
Unit : SUST, Sylhet.
Procuring Entity : Head, Department of Chemistry

Fund : Revenue

Package no.	Description of package services	Unite	Qty.	Procurement Method & Type	Contract approval authority	Source of fund	Estimated cost in Tk.	Time code for process	Invite/Adv. of Tender	Tender Opening	Tender Evaluation	Approval of Award	Notification of Award	Contract signing Date	Completion of contract	Total time for completion
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
GR-01	Purchase of Orbital shaking Machine/ Refractometer air drying Oven/ Rotary Evaporator / Conductometer/ Colorimeter/Vacuum pump/Furnace etc.			OTM	HOPE (V.C)	GOB	18,00,000.00	Planned date	10/10/2022	24/10/2022	07/11/2022	14/11/2022	21/11/2022	01/12/2022	31/12/2022	
								Planned days	00	14	14	07	07	10	30	82
GR-02	Desktop Computer			OTM	HOPE (V.C)	GOB	10,00,000.00	Planned date	10/10/2022	24/10/2022	07/11/2022	14/11/2022	21/11/2022	01/12/2022	31/12/2022	
								Planned days	00	14	14	07	07	10	30	82
GR-03	Purchase of Chemical's.			OTM	HOPE (V.C)	GOB	5,00,000.00	Planned date	10/10/2022	24/10/2022	07/11/2022	14/11/2022	21/11/2022	01/12/2022	31/12/2022	--
								Planned days	00	14	14	07	07	10	30	82
GR-04	Purchase of Portable pH meter/ Portable Conductomete/Hydrothermal Reactor/ Vacuum desicator / Glassware's. etc.			RFQ	HOPE (V.C)	GOB	3,00,000.00	Planned date	16/10/2022	26/10/2022	02/11/2022	09/11/2022	12/11/2022	15/11/2022	22/11/2022	--
								Planned days	00	10	07	07	03	03	07	37
GR-05	Purchase of Chemicals & Glassware's			RFQ	HOPE (V.C)	GOB	3,00,000.00	Planned date	16/10/2022	26/10/2022	02/11/2022	09/11/2022	12/11/2022	15/11/2022	22/11/2022	--
								Planned days	00	10	07	07	03	03	07	37
GR-06	Purchase of Chemicals & Glassware's			RFQ	HOPE (V.C)	GOB	3,00,000.00	Planned date	13/11/2022	23/11/2022	30/11/2022	07/12/2022	10/12/2022	13/12/2022	20/12/2022	--
								Planned days	00	10	07	07	03	03	07	37
GR-07	Purchase of Chemicals & Glassware's						2,50,000.00		04/01/2023	14/01/2023	21/01/2023	28/01/2023	31/01/2023	03/02/2023	10/02/2023	
									00	10	07	07	03	03	07	37
GR-08	Purchase of Small Equipment /accessories & Glassware's			DCPM	HOPE (V.C)	GOB	25000.00	Planned date	20/11/2022	--	--	--	--	--	30/11/2022	
								Planned days	00	--	--	--	--	--	10	10
GR-09	Purchase of Chemicals & Glassware's			DCPM	HOPE (V.C)	GOB	25000.00	Planned date	20/11/2022		--	--			30/11/2022	--
								Planned days	00	--	--	--	--	--	10	10
GR-10	Purchase of Small Equipment accessories & Glassware's			DCPM	HOPE (V.C)	GOB	25000.00	Planned date	05/12/2022	--	--	--	--	--	15/12/2022	--
								Planned days	00	--	--	--	--	--	10	10

Cont.

OK 31/08/22 04/09/22

(2/89)

Package no.	Description of package services	Unite	Qty.	Procurement Method & Type	Contract approval authority	Source of fund	Estimated cost in Tk.	Time code for process	Invite/Adv. of Tender	Tender Opening	Tender Evaluation	Approval of Award	Notification of Award	Contract signing Date	Completion of contract	Total time for completion
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
GR-11	Purchase of Chemicals & Glassware's.			DCPM	HOPE (V.C)	GOB	25000.00	Planned date	05/12/2022	--	--	--	--	--	15/12/2022	--
								Planned days	00	--	--	--	--	--	10	10
GR-12	Purchase of small equipment & Glassware's			DCPM	HOPE (V.C)	GOB	25000.00	Planned date	15-01-2023	--	--	--	--	--	25/01/2023	--
								Planned days	00	--	--	--	--	--	10	10
GR-13	Purchase of Chemicals & Glassware's			DCPM	HOPE (V.C)	GOB	25000.00	Planned date	15-01-2023	--	--	--	--	--	25/01/2023	--
								Planned days	00	--	--	--	--	--	10	10
GR-14	Purchase of Chemicals/Glasswares			RFQ	HOPE (V.C)	GOB	3,00,000.00	Planned date	01/02/2023	11/02/2023	18/02/2023	25/02/2023	28/02/2022	28/02/2023	07/03/2023	
								Planned days	00	10	07	07	03	03	07	37
GR-15	Purchase of Chemicals /Instrumental service			DCPM	HOPE (V.C)	GOB	25000.00	Planned date	12-03-2023	--	--	--	--	--	22-03-2023	
								Planned days	00	--	--	--	--	--	10	10
GR-16	Purchase of small equipment & Glassware's			DCPM	HOPE (V.C)	GOB	25000.00	Planned date	12-03-2023	--	--	--	--	--	22-03-2023	
								Planned date	00	--	--	--	--	--	10	10
						Total TK	49,50,000.00									

02

OTM	33,00,000.00
RFQ	14,50,000.00
DCPM	2,00,000.00
Total Tk.	49,50,000.00

OK 31/08/22

Professor
Department of Chemistry
SUST, Sylhet

Professor
Department of Chemistry
SUST, Sylhet

Professor
Department of Chemistry
SUST, Sylhet

In word: Forty nine lac fifty thousand only.

Name : Dr. Shameem Ara Begum
Designation : Professor & Head
Dept. of Chemistry
SUST-3114

ANNUAL PROCUREMENT PLAN FOR REVENUE BUDGET FOR THE YEAR 2022-2023
Goods/Services/Works

Name of University : **Shahjalal University of Science & Technology, Sylhet**
Office/ Department : **Office of the Registrar (Information & Public Relation Section)**
Procuring Entity Name : **Mohd. Ishfaqul Hussain, Registrar**
Project/Program Name & Code : **Supplies & Services/Repair & Maintenance/ Capital Grant**

Fund: Non Development

Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract of Approving Authority	Source of Fund	Estd. Cost in Tk.	Time Code for Process	Invite Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Completion of Contract	Total Time for completion
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
10	Printing of Diary 2023 & Printing of Note Pad **(Publication)**	No	12000	OTM	HOPE	GOB	19,00,000.00	Planned Date	01.09.22	22.09.22	29.09.22	10.10.22	16.10.22	23.10.22	31.10.22	
								Planned Days	0	21	7	11	6	7	8	60
								Actual Dates								
11	Printing Wall Calendar 2023-2024 **(Publication)**	No	6500	OTM	HOPE	GOB	2,60,000.00	Planned Date	03.04.23	18.04.23	25.04.23	02.05.23	09.05.23	17.05.23	31.05.23	
								Planned Days	0	15	7	7	7	8	14	58
								Actual Dates								
12	Printing Desk Calendar 2023-2024 **(Publication)**	No.	2500	OTM	HOPE	GOB	4,00,000.00	Planned Date	03.04.23	18.04.23	25.04.23	02.05.23	09.05.23	17.05.23	31.05.23	
								Planned Days	0	15	7	7	7	8	14	58
								Actual Dates								
13	SUST Barta Publication **(Publication)**	No.	1000	DCPM	HOPE	GOB	20,000.00	Planned Date	02.07.22						16.07.22	
								Planned Days	0						14	14
								Actual Dates								
14	SUST Barta Publication **(Publication)**	No.	1000	DCPM	HOPE	GOB	20,000.00	Planned Date	03.10.22						13.10.22	
								Planned Days	0						10	10
								Actual Dates								
15	SUST Barta Publication **(Publication)**	No.	1000	DCPM	HOPE	GOB	20,000.00	Planned Date	24.12.22						30.12.22	
								Planned Days	0						6	06
								Actual Dates								

ANNUAL PROCUREMENT PLAN FOR REVENUE BUDGET FOR THE YEAR 2022-2023
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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
16	SUST Barta for Orientation **(Publication)**	No.	1000	DCPM	HOPE	GOB	20,000.00	Planned Date	24.12.22						30.12.22	
								Planned Days	0						6	06
								Actual Dates								
17	SUST Barta Publication **(Publication)**	No.	1000	DCPM	HOPE	GOB	20,000.00	Planned Date	04.04.23						15.04.23	
								Planned Days	0						11	11
								Actual Dates								
18	Greeting Card **(Publication)**	No.	800	DCPM	HOPE	GOB	20,000.00	Planned Date	28.03.23 (Baishakh)						30.03.23	
								Planned Days	0						2	02
								Actual Dates								
19	Greeting Card **(Publication)**	No.	800	DCPM	HOPE	GOB	20,000.00	Planned Date	02.04.23 (Eid-ul-Fitrea 2023)						04.04.23	
								Planned Days	0						02	02
								Actual Dates								

Mirazul Haque
Deputy Registrar & Secretary
SUST Journal of Social Sciences
Shahjalal University of Science and Technology
Sylhet-3114, Bangladesh

ANNUAL PROCUREMENT PLAN FOR REVENUE BUDGET FOR THE YEAR 2022-2023
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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
20	Annual Report **(Publication)**	No.	1000	DCM	HOPE	GOB	2,00,000.00	Planned Date	02.04.23	08.04.23	13.04.23	16.04.23	19.04.23	22.04.23	13.05.23	
								Planned Days	0	6	5	3	3	3	21	41
								Actual Dates								
21	SUST Journal (Social Science) **(Publication)**	2 Times	450	DCM	HOPE	GOB	3,00,000.00	Planned Date	01.12.22	06.12.22	10.12.22	13.12.22	15.12.22	17.12.22	31.12.22	
								Planned Date	01.06.23	06.06.23	10.06.23	13.06.23	15.06.23	17.06.23	30.06.23	
								Planned Days	0	5	4	3	2	2	14	30
								Actual Dates								
22	SUST Journal (Science & Technology) **(Publication)**	2 Times	450	DCM	HOPE	GOB	3,00,000.00	Planned Date	01.12.22	06.12.22	10.12.22	13.12.22	15.12.22	17.12.22	31.12.22	
								Planned Date	01.06.23	06.06.23	10.06.23	13.06.23	15.06.23	17.06.23	30.06.23	
								Planned Days	0	5	4	3	2	2	14	30
								Actual Dates								

OK 30/08/22

23/8/22

A. F. M. Mizanul Haque
Deputy Registrar & Secretary
SUST Journal of Social Sciences
Shahjalal University of Science and Technology, Sylhet, Bangladesh

23/8/22

23/08/22