

Ministry/Division: Ministry of Commerce  
 Agency: Directorate Of National Consumer Rights Protection  
 Deputy Director, DNCRP, Divisional Office Rajshahi  
 Code: 1170502104058  
 Projected cost: Tk(in Hundred)

Sl. No	Procurement Item	Description of procurement Goods/Service	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost (in Hundred)	Time code for process	No. used in food	Advertiser number	Tender opens	Tender evaluation	Approval to award	Notification of award	Signing of contract	Total amount for contract	Time for completion of contract
1	GD/SR 1	Cleaning and Washing (3211102) (Cleaning compound every month & at W/CRD by day-laborer, Buying Toilet cleaner, Soap, etc)	Nos	5	DP	PE	GOB	1000	10	11	12	13	14	15	16	17	18	19
2	GD 2	Entertainment Expenses (3211106) (Tea, Biscuit, Fruits, launch, snacks, etc)	Nos	16	DPM	PE	GOB	1000	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date
3	GD 2	Electricity Bill (3211113) Payment of monthly consumed electricity Bill	Nos	12	DPM	PE	GOB	800	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date
4	GD 4	Water Bill (3211115) Payment of monthly consumed water Bill	Nos	12	DPM	PE	GOB	400	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date
5	GD 4	Courier (3211116) Payment every letter & parcel bill	Nos	---	DPM	PE	GOB	50	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date
6	GD 5	Internet/Fax/Telx (3211117) Payment of monthly consumed electricity Bill	Nos	12	DPM	PE	GOB	500	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date
7	GD 6	Postage/Service Stamp (3211119) Payment of yearly postage/service stamp Bill	Nos	1	Transfer by treasury challan /DPM	PE	GOB	150	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date
8	GD 7	Telephone (3211120) Payment of monthly consumed telephone Bill	Nos	12	DPM	PE	GOB	300	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date
9	GD 8	paper & Books (3211127) Payment of daily newspaper Bill & buying books on necessary based.	Nos	12	DPM	PE	GOB	600	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date	Planned date

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S. No	Particulars	Description of procurement Goods/Service	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated cost TK(in Hundred)	Time code for process	Not used in good	Advert in tender	Tender opening	Tender evaluation	Approval to award	Notification of award	Siging of contract	Total time in contract	Time for completion of contract
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
10	GD 9	Office Building (3211129) Payment of monthly Office building rent Bill	Nos	12	Transfer by treasury chalan/ DPM	PE	GOB	5200	Planned date		Monthly bill payment							
11	GD 10	Copying Charge (3221107) Payment of daily photocopy Bill on necessary based	Nos	12	DPM	PE	GOB	400	Planned date		Every 30 <sup>th</sup> day of every month							
12	GD 11	Petrol, Oil and Lubricants(3243101) Payment of daily consumed petrol &monthly lubricant Bill	Nos	12	DPM	PE	GOB	3200	Planned date		Monthly bill payment							
13	GD 12	Computer consumables(3255101) Toner, cartridge, anti viruses, printer, etc.	Nos	16 & 4	DPM	PE	GOB	800	Planned date		At every quarter							
14	GD 13	Printing and binding (3255102) Banner, Festoon, Report & others binding.	Nos	---	DPM/ RFQM	PE	GOB	2000	Planned date		At every national& international day							
15	GD 14	Stamp and Seals (3255104)	Nos	List-1 Enclosed	DPM/ RFQM	PE	GOB	600	Planned date		Based on necessity							
16	GD 15	Others Grocery (3255105) Battery, Tissue paper, brush bucket, basket, etc.	Nos	---	DPM	PE	GOB	2000	Planned date		At every quarter Based on necessity							
17	GD 16	Motor vehiclesMaint. (3258101) Air filter, diesel filter, Mobil filter, AC filter, wheel servicing etc	Nos	4	DPM	PE	GOB	1500	Planned date		At every three month or necessary based							
									Planned date		1 day at every three month/Based on necessity							

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		Procurement Entity & Code		Deputy Director, DNCRP, Divisional Office Rajshahi,		Projected cost: TK(in Hundred)													
		Code: 1170502104058																	
S	NO	Procurement Item	Description of procurement Goods/service	Unit	Quantity	Procurement Method & Type	Contract Approval Authority	Source of Funds	Estimated cost Tk (in Hundred)	Time Code for process	No. used	Advert. tender	Tender opening	Tender evaluation	Approval received	Notification of award	Signing of contract	Total time to complete contract	Time for completion of contract
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
18	GD 17		Furniture Maint. (3258102) Door, window, chair, table etc maintenance.	Nos	---	DPM	PE	GOB	1200	Planned date	20 <sup>th</sup> May or Based on necessity								
19	GD 18		Computer Maint. (3258103) Power supply, RAM, Hard Disk, Processor, CD Drive etc maintenance.	Nos	---	DPM	PE	GOB	1200	Planned date	20 <sup>th</sup> May or Based on necessity								
20	GD 19		Other Machin and equip Maint. (3258105) CC Camera, Photocopier, Basin, Pipe, Fittings, Elect. Motor, etc maintenance.	Nos	---	DPM	PE	GOB	1200	Planned date	20 <sup>th</sup> May or Based on necessity								
21	GD 20		Telecommnic. Equipment Maint. (3258126) Telephone set, Cable, power adapter, converter, etc maintenance.	Nos	---	DPM	PE	GOB	200	Planned date	20 <sup>th</sup> May or Based on necessity								
22	GD 21		IT Equipments (4112201) Modem, pen drive, Router etc	Nos		DPM	PE	GOB	1000	Planned date	At every quarter on necessary/ based								
23	GD 22		Computer & others (4112202) UPS, Printer, CPU, etc	Nos	3	DPM	PE	GOB	1000	Planned date	5 <sup>th</sup> September & 5 <sup>th</sup> may or necessary based								
24	GD 23		Telecommunicate Equipment (4112204) Telephone set, router etc	Nos	2	DPM	PE	GOB	400	Planned date	5 <sup>th</sup> September & 5 <sup>th</sup> may or necessary based								
25	GD 24		Electrical Equipment(4112303) IPS, Battery, bulb, cable, Fan, etc	Nos	12	DPM	PE	GOB	850	Planned date	5 <sup>th</sup> August & 15 <sup>th</sup> may or necessary based								
										Actual									

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Procurement Entity & Code

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S L N O	Pac kag e no	Description of procurement Goods/service	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost(Run Hundred)	Time code for process	Not need in good		Tender number	Tender quote #	Tender estimate #	Approved in award	Notified in award	Signing of contract	Tend time to in contract disburse	Time for complete in contract
										Planned date	Actual								
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
26	GD 25	Firefighting Equip.(4112305) Refilling three Fire Extinguisher	Nos	3	DPM	PE	GOB	100	Planned date Actual			20 <sup>th</sup> May	1 day						
27	GD 26	Office equipment(4112310) Heater(water/room) wright machine, etc	Nos	4	RFQ /DPM	PE	GOB	2100	Planned date Actual	5 <sup>th</sup> August & 15 <sup>th</sup> may or necessary based	2 days or necessary based								
28	GD 27	Furniture (4112314) Kitchen Rack, Rack etc	Nos	2	DPM	PE	GOB	1000	Planned date Actual	5 <sup>th</sup> August & 15 <sup>th</sup> may	2 days								
29	GD 28	Occasion & Festive (3257301) Benmar, Festoon, Folder, pen, Snack, launch etc on world consumer right day(WCRD)	Nos	--	DPM	PE	GOB	0	Planned date Actual	15 march	1 day								

26/09/28

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