

Government of the People's Republic of Bangladesh



Finance Division, Ministry of Finance

Scheme on Internal Audit and Audit Follow-up

ANNUAL PROCUREMENT PLAN For FY 2025-2026

**Strengthening Public Financial Management Program to Enable
Service Delivery (SPFMS)**



SCHEME ON INTERNAL AUDIT & AUDIT FOLLOW-UP

Government of the People's Republic of Bangladesh
Finance Division, Ministry of Finance
Strengthening Public Financial Management Program to Enable Service Delivery (SPFMS)
Scheme on Internal Audit and Audit Follow-up
IEB Bhaban (4th Floor), Ramna, Dhaka-1000
www.spfms.gov.bd

ANNUAL PROCUREMENT PLAN

FY 2025-2026 (4th Quarter)

Summary of Procurement (2025-2026)

<u>Types</u>	<u>BDT (in Lac Taka)</u> <u>Estimated Cost</u>
Goods	56.98
Non-Consulting Service (Outsourcing)	10.49
Consulting Service (Firm)	0.00
Consulting Service (Individual)	614.00
Total	681.47


Md. Abdullah
Junior Consultant (Executive)
SPFMS, Finance Division
Ministry of Finance


Mohammad Nasir Uddin
Senior Consultant (Procurement)
SPFMS, Finance Division
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Md. Rafiqul Islam
Program Executive & Coordinator
SPFMS, Finance Division
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Dr. Ziaul Abedin
Additional Secretary (Budget-1)
Finance Division, Ministry of Finance
&
National Program Director, SPFMS

(Dr. Md. Khairuzzaman Mozumder
Secretary
Finance Division, Ministry of Finance
&
HOPE, SPFMS

ANNUAL PROCUREMENT PLAN for FY 2025-26

Finance Ministry / Division-Finance

Agency : Finance Division

Procuring Entity Name & Code

Programme Name & Code: Strengthening Public Financial Management to Enable Service Delivery (SPFMS) 1090101-320000-200

Scheme Name: Scheme on Internal Audit and Audit Follow-Up

Goods

Package No	Description of Procurement Packages Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estimated cost in Lac Taka	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	Actual Cost (BDT)	Name of Suppliers	Total Completion time	Remarks						
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20						
IA-G41	Office Equipment	Nos		RFQ	PE	GoB	8.00	Planned Date	3-May-26	10-May-26	10-May-26	17-May-26	20-May-26	20-May-26											
	Seminar Set and Conference System							7	0	7	3														
	Interactive Flat Panel																								
IA-G42	Office Furniture	Nos		RFQ	PE	GoB	8.00	Planned Date	3-May-26	13-May-26	16-May-26	19-May-26	22-May-26	29-May-26											
	Conference Table							0	3	3	7														
	Office Executive Desk Chair							14																	
	Tea Trolley		1																						
IA-G44	Printing and Binding	Nos	2000	RFQ	PE	GoB	8.00	Planned Date	28-Apr-26	5-May-26	5-May-26	12-May-26	15-May-26	15-May-26											
	Manual & Charter (IA)								7	0	7	3													
	Other																								
IA-G45	Accessories of Computer	1 Lot	Attached list	RFQ	PE	GoB	4.99	Planned Date	8-Oct-25	15-Oct-25	15-Oct-25	22-Oct-25	25-Oct-25	25-Oct-25											
	(Toner, Drum, Keyboard, Mouse etc)								7	0	7	3													
IA-G46	Other/Office Stationery	1 Lot	Attached list	RFQ	PE	GoB	1.99	Planned Date	3-Aug-25	13-Aug-25	20-Aug-25	27-Aug-25	3-Sep-25												
	A4 Paper (N/GSM), Facial Tissue, Toilet Tissue, Kitchen Tissue, Pen, Pencil, Rubber, Stapler, Punch Machine, folder, office file, etc.								0	7	7	7													
IA-G45 (1)	Accessories of Computer	1 Lot	Attached list	RFQ	PE	GoB	7.00	Planned Date	10-May-26	17-May-26	17-May-26	24-May-26	27-May-26	27-May-26											
	(Toner, Drum, Keyboard, Mouse etc)								7	0	7	3													
IA-G46 (1)	Other/Office Stationery	1 Lot	Attached list	RFQ	PE	GoB	4.00	Planned Date	10-May-26	20-May-26	27-May-26	3-Jun-26	10-Jun-26												
	A4 Paper (N/GSM), Facial Tissue, Toilet Tissue, Kitchen Tissue, Pen, Pencil, Rubber, Stapler, Punch Machine, folder, office file, etc.								0	7	7	7													
IA-G47	Computer & Accessories	Nos		RFQ	PE	GoB	7.00	Planned Date	20-May-26	27-May-26	27-May-26	3-Jun-26	6-Jun-26	6-Jun-26											
	Desktop							2		7	0	7	3												
	Small Printer							2																	
	Scanner							2																	
IA-G50	Interior Decoration for IAW	Nos	1	RFQ	PE	GoB	8.00	Planned Date	3-May-26	10-May-26	10-May-26	17-May-26	20-May-26	20-May-26											
									7	0	7	3													
Total=							56.98																		

ANNUAL PROCUREMENT PLAN for FY 2025-26

Finance Ministry / Division-Finance

Agency Finance Division

Procuring Entity Name & Code

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Scheme Name: Scheme on Internal Audit and Audit Follow-up

Non-Consulting Service (Outsourcing)

Package No	Description of procurement package Goods	Unit	Total Quantity	Procurement Method & pattern	Procurement Approving Authority	Source of Funds	Estimated cost In Lac Taka	Time Code for Process	Advertise EoI	Issue RFP	Proposal opening	Proposal Evaluation	Final Proposal Opening & Evaluation	Negotiation	Approval	Signing of Contract	Total time to Contract Signature	Actual Cost (BDT)	Name of Consultant	Time for Completion of Contract	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
IA-S03	Shahayok Services (No of Shoyook Service-03 for 12 months)	PM	36	SSS	PE	GoB	8.69	Planned Days	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	8.69	Fairo Enterprise	18-Jun-25	Contract is getting on
								Planned Days													
								Actual Dates													
								Actual Days													
IA-S03/A	Shahayok Services (No of Shoyook Service-01 for 12 months)	PM	12	SSS/OTM	PE	GoB	1.80	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1.8	Fairo Enterprise	18-Jun-25	Contract is getting on
								Planned Dates													
								Actual Dates													
								Actual Days													
Total=						10.49										Total=	8.69				
		PM = Person Month																			





ANNUAL PROCUREMENT PLAN for FY 2025-26

Finance Ministry / Division-Finance

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Procuring Entity Name & Code

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Scheme Name: Scheme on Internal Audit and Audit Follow-up

Consulting Service (Firm)

Package No	Description of procurement package Goods	Unit	Total Quantity	Procurement Method	Procurement Approving Authority	Source of Funds	Estimated cost in Lac Takas	Time Code for Process	EoI Issue	Issue RFP	Proposal opening	Proposal Evaluation	Final Proposal Opening & Evaluation	Negotiation	Approval	Signing of Contract	Total time to Contract Signature	Actual Cost (BDT)	Name of Consultant	Time for Completion of Contract	Remarks					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22					
IA-S03	Server (Cloud Service)	Month	12	SSS/DPM	PE	GoB	0.00	Planned Dates	1-Nov-25	15-Nov-25	22-Nov-25	29-Nov-25	6-Dec-25	14-Dec-25	16-Dec-25	23-Dec-25										
	Planned Days								14	7	7	7	3	7	7											

(Handwritten marks and signatures)

ANNUAL PROCUREMENT PLAN for FY 2025-26

Finance Ministry / Division-Finance

Agency : Finance Division

Procuring Entity Name & Code

Programme Name & Code: Strengthening Public Financial Management to Enable Service Delivery (SPFMS) 1090101-320000-200

Scheme Name: Scheme on Internal Audit and Audit Follow-up

Consulting Service (Individual)

Package No	Description of procurement package	Unit	Total Quantity	Procurement Method	Procurement Approving Authority	Source of Funds	Estimated cost in Lac Taka	Time Code for Process	Advertise EoI	Issue RFP	Proposal opening	Proposal Evaluation	Financial Proposal Opening & Evaluation	Negotiation	Approval	Signing of Contract	Total time to Contract Signature	Actual Cost (BDT)	Name of Consultant	Remarks	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
IA-S15	Sr. Consultant (Internal Auditor)	PM	9	SIC/SSS	HOPE	GoB	40.00	Planned Dates	1-Nov-25	16-Nov-25	16-Nov-25	11-Dec-25	8-Dec-25	15-Dec-25	22-Dec-25	20-Dec-25		17.88	Mr. Kabirul Hudaib Khan	Contract going on upto 30 June 2026	
								Planned Dates													
								Actual Dates							19-Jul-25		11-Mar-26				
IA-S16	Sr. Consultant (Internal Auditor)	PM	12	SIC/SSS	HOPE		54.00	Actual Dates	NA	NA	NA	NA	NA	NA	NA	NA	NA	49.07	Mr. MA Saad	Contract going on upto 30 June 2026	
								Actual Dates													
								Actual Dates													
IA-S17	Sr. Consultant (Internal Auditor)	PM	12	SIC/SSS	HOPE		54.00	Actual Dates	NA	NA	NA	NA	NA	NA	NA	NA	NA	53.67	Mr. Jijal Hossain	Contract going on upto 30 June 2026	
								Actual Dates													
								Actual Dates													
IA-S18	Sr. Consultant (Internal Auditor)	PM	12	SIC/SSS	HOPE		54.00	Actual Dates	NA	NA	NA	NA	NA	NA	NA	NA	NA	53.67	Mrs. Sulekha Khan Hossain	Contract going on upto 30 April 26	
								Actual Dates													
								Actual Dates													
IA-S19	Sr. Consultant (Internal Auditor)	PM	9	SIC/SSS	HOPE		40.00	Actual Dates	1-Nov-25	16-Nov-25	16-Nov-25	11-Dec-25	8-Dec-25	15-Dec-25	22-Dec-25	20-Dec-25					
								Actual Dates													
								Actual Dates													
IA-S20	Sr. Consultant (Procurement Specialist)	PM	12	SIC/SSS	HOPE	GoB	54.00	Actual Dates	NA	NA	NA	NA	NA	NA	NA	NA	NA	47.53	Nasir Uddin	Contract going on upto 30 June 26	
								Actual Dates													
								Actual Dates													
IA-S21	Senior Consultant (IT)	PM	12	SIC/SSS	HOPE	GoB	54.00	Actual Dates	NA	NA	NA	NA	NA	NA	NA	NA	NA	32.00	Mr. Mubinul	Contract going on upto 30 June 26	
								Actual Dates													
								Actual Dates													
IA-S28	Consultant (Internal Auditor)	PM	12	SIC/SSS	HOPE	GoB	42.00	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA	NA	23.64	Mr. Arifur Rahman	Contract going on upto 30 June 26	
								Planned Dates													
								Actual Dates													
								Actual Dates													

Package No	Description of procurement package	Unit	Total Quantity	Procurement Method	Procurement Approving Authority	Source of Funds	Estimated cost in Lac Taka	Time Code for Process	Advertise EoI	Issue RFP	Proposal opening	Proposal Evaluation	Financial Proposal Opening & Evaluation	Negotiation	Approval	Signing of Contract	Total time to Contract Signature	Actual Cost (BDT)	Name of Consultant	Remarks	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
IA-S29	Consultant (Internal Auditor)	PM	12	SIC/SSS	HOPE	GoB	42.00	Planned Dates	1-Aug-25	16-Aug-25	16-Aug-25	11-Aug-25	7-Sep-25	14-Sep-25	21-Sep-25	28-Sep-25					
								Planned Days													
								Actual Dates													
								Actual Days													
IA-S28	Consultant (Internal Auditor)	PM	12	SIC/SSS	HOPE	GoB	42.00	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		23.00	Jaton Chandra Shaha	Contract going on upto 30 June 26	
								Planned Days													
								Actual Dates													
								Actual Days													
IA-S29	Consultant (Internal Auditor)	PM	12	SIC/SSS	HOPE	GoB	42.00	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		23.00	Rahmat Kabir	Contract going on upto 30 June 26	
								Planned Days													
								Actual Dates													
								Actual Days													
IA-S23	Junior Consultant (Internal Auditor)	PM	12	SIC/SSS	HOPE	GoB	18.00	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		10.73	Mrs. Sharmila	Contract going on upto 30 June 26	
								Planned Days													
								Actual Dates													
								Actual Days													
IA-S25	Junior Consultant (Procurement)	PM	12	SIC/SSS	HOPE	GoB	18.00	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		17.63	Mr. Akkas Alam	Contract going on upto 30 June 26	
								Planned Days													
								Actual Dates													
								Actual Days													
IA-S26	Junior Consultant (Administration & Training)	PM	12	SIC/SSS	HOPE	GoB	18.00	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		10.73	Mrs. Fatima	Contract going on upto 30 June 26	
								Planned Days													
								Actual Dates													
								Actual Days													
IA-S30	Junior Consultant (Executive)	PM	12	SIC/SSS	HOPE	GoB	12.00	Planned Dates	1-Nov-25	16-Nov-25	16-Nov-25	1-Dec-25	8-Dec-25	15-Dec-25	22-Dec-25	29-Dec-25					
								Planned Days													
								Actual Dates													
								Actual Days													
IA-S27	Junior Consultant (IT)	PM	12	SIC/SSS	HOPE	GoB	12.00	Planned Dates	1-Nov-25	16-Nov-25	16-Nov-25	1-Dec-25	8-Dec-25	15-Dec-25	22-Dec-25	29-Dec-25					
								Planned Days													
								Actual Dates													
								Actual Days													
IA-S22	Junior Consultant (Data Entry Analyst)-I	PM	12	SIC/SSS	HOPE	GoB	18.00	Planned Dates	NA	NA	NA	NA	NA	NA	NA	NA		13.34	Juvain Ahmed Anik	Contract going on upto 30 June 26	
								Actual Dates													
							Total =										Total =	375.88			
PM = Person Month																					