

ANNUAL PROCUREMENT PLAN

CORPORATE OFFICE, EGCB Ltd.

Financial Year: 2023-2024

Ministry / Division : Ministry of Power, Energy & Mineral Resources / power Division
Agency : Electricity Generation Company of Bangladesh Limited (EGCB Ltd.)
Procuring Entity Name & Code : Corporate Office

A. Goods Procurement

Package No.	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost (In Million Taka)	Time code for process	Advertise Prequel (if applicable)	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	18
Human Resource Department																	
GR01	Procurement of Office Stationary for Corporate Office of EGCB Ltd.	Lot	1	OTM (NCT) (e-GP)	Deputy General Manager	Own Fund	1.200	Planned Dates	-	01 January 2024	15 January 2024	29 January 2024	05 February 2024	12 February 2024	11 March 2024		11 March 2025
								Planned Days	-	0	14	14	7	7	28	70	365
								Actual Dates	-								
GR02	Procurement of Vehicle for Corporate Office of EGCB Ltd.	Lot	1	DPM	Executive Director	Own Fund	30.000	Planned Dates	-	15 August 2023	05 September 2023	19 September 2023	26 September 2023	03 October 2023	31 October 2023		30 November 2023
								Planned Days	-	0	21	14	7	7	28	77	30
								Actual Dates	-								
GR03	Supply and Installation of Spare Parts and Repair & Maintenance Work for vehicle.	Lot	10	Direct Cash Purchase	General Manager	Own Fund	0.650	Planned Dates	As and When Required								
								Planned Days									
								Actual Dates									
GR04	Procurement of Mobile Phone set with Accessories.	Lot	1	RFQ	Deputy General Manager	Own Fund	0.100	Planned Dates	-	09 September 2023	19 September 2023	24 September 2023	27 September 2023	02 October 2023	07 October 2023		17 October 2023
								Planned Days	-	0	10	5	3	5	5	26	10
								Actual Dates	-								
GR05	Procurement of Official Uniform of Staff for Corporate Office of EGCB Ltd.	Lot	1	RFQ	General Manager	Own Fund	0.450	Planned Dates	-	01 April 2024	11 April 2024	16 April 2024	19 April 2024	24 April 2024	29 April 2024		09 May 2024
								Planned Days	-	0	10	5	3	5	5	26	10
								Actual Dates	-								
GR06	Procurement of Daily Office Stationary for Corporate Office of EGCB Ltd.	Lot	3	Direct Cash Purchase	General Manager	Own Fund	0.200	Planned Dates	As and When Required								
								Planned Days									
								Actual Dates									
ICT Department																	
GR07	Procurement of Computer/ Printer/ Scanner/ Server/ IP Phone/Networking Equipment etc.	Lot	1	OTM (NCT) (e-GP)	Managing Director	Own Fund	1.500	Planned Dates	-	01 October 2023	15 October 2023	29 October 2023	05 November 2023	12 November 2023	10 December 2023	-	09 January 2024
								Planned Days	-	0	14	14	7	7	28	70	30
								Actual Dates	-								
GR08	Procurement of ERP-EAM Hardware Support Service (Hardware AMC/Refresh) for Corporate Office of EGCB Ltd.	Lot	1	OTM (NCT) (e-GP)	Managing Director	Own Fund	10.000	Planned Dates	-	15 October 2023	29 October 2023	12 November 2023	19 November 2023	26 November 2023	24 December 2023		23 December 2024
								Planned Days	-	0	14	14	7	7	28	70	365
								Actual Dates	-								
GR09	Procurement of anti-ransomware for server of EGCB Ltd.	Lot	1	OTM (NCT) (e-GP)	Executive Director	Own Fund	0.750	Planned Dates	-	01 February 2024	15 February 2024	29 February 2024	07 March 2024	14 March 2024	11 April 2024	-	11 May 2024
								Planned Days	-	0	14	14	7	7	28	70	30
								Actual Dates	-								

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Goods Procurement

Annual Procurement Plan, Corporate Office, EGCB Ltd.

Financial Year: 2023-2024

Revision-00

Package No.	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost (In Million Taka)	Time code for process	Advertise Prequel (if applicable)	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
GR10	Procurement of Switch/ Server/ Firewall/ Network Equipments for EGCB Ltd.	Lot	1	OTM (NCT) (e-GP)	Managing Director	Own Fund	1.200	Planned Dates	-	01 January 2024	15 January 2024	29 January 2024	05 February 2024	12 February 2024	11 March 2024	-	10 April 2024
								Planned Days	-	0	14	14	7	7	28	70	30
								Actual Dates	-								
GR11	Procurement of Microsoft Office 365 for EGCB Ltd.	Lot	1	OTM (NCT) (e-GP)	Executive Director	Own Fund	1.000	Planned Dates	-	15 January 2024	29 January 2024	12 February 2024	19 February 2024	26 February 2024	25 March 2024	-	24 April 2024
								Planned Days	-	0	14	14	7	7	28	70	30
								Actual Dates	-								
GR12	Procurement of SAP License (ECC+ESS) and renew SAP AMC for EGCB Ltd.	Lot	1	OTM (NCT) (e-GP)	Managing Director	Own Fund	12.000	Planned Dates	-	07 October 2023	21 October 2023	04 November 2023	11 November 2023	18 November 2023	16 December 2023	-	15 January 2024
								Planned Days	-	0	14	14	7	7	28	70	30
								Actual Dates	-								
GR13	Procurement of Biometric Access Control System for EGCB Ltd.	Lot	1	OTM (NCT) (e-GP)	Executive Director	Own Fund	1.000	Planned Dates	-	02 August 2023	16 August 2023	30 August 2023	06 September 2023	13 September 2023	11 October 2023	-	10 November 2023
								Planned Days	-	0	14	14	7	7	28	70	30
								Actual Dates	-								
GR14	Procurement of AI based early fault pdrediction system for EGCB Ltd.	Lot	1	OTM (NCT) (e-GP)	Managing Director	Own Fund	2.000	Planned Dates	-	02 August 2023	16 August 2023	30 August 2023	06 September 2023	13 September 2023	11 October 2023	-	10 November 2023
								Planned Days	-	0	14	14	7	7	28	70	30
								Actual Dates	-								
GR15	Procurement of Redhat Linux Support Service (Redhat Linux AMC) for EGCB Ltd.	Lot	1	OTM (NCT) (e-GP)	Managing Director	Own Fund	1.800	Planned Dates	-	20 October 2023	03 November 2023	17 November 2023	24 November 2023	01 December 2023	29 December 2023	-	28 January 2024
								Planned Days	-	0	14	14	7	7	28	70	30
								Actual Dates	-								
GR16	Procurement of Computer/ Networking Accessories for Repair & Maintenance Work	Lot	1	RFQ	Superintending Engineer	Own Fund	0.300	Planned Dates	-	01 March 2024	11 March 2024	16 March 2024	19 March 2024	24 March 2024	29 March 2024		08 April 2024
								Planned Days	-	0	10	5	3	5	5	28	10
								Actual Dates	-								
GR17	Procurement of Spare Parts Accessories for ICT Equipment for Corporate Office of EGCB Ltd.	Lot	4	Direct Cash Purchase	Superintending Engineer	Own Fund	0.150	Planned Dates	As and When Required								
								Planned Days									
								Actual Dates									
Procurement & P&D Department																	
GR18	Procurement of Furniture for Corporate Office of EGCB Ltd.-1	Lot	1	RFQ	Executive Director	Own Fund	0.500	Planned Dates	-	01 April 2024	11 April 2024	16 April 2024	19 April 2024	24 April 2024	29 April 2024		09 May 2024
								Planned Days	-	0	10	5	3	5	5	28	10
								Actual Dates	-								
GR19	Supply of Plant Architectural Model for Power and Energy Week for EGCB Ltd.	Lot	1	RFQ	Superintending Engineer	Own Fund	0.200	Planned Dates	-	05 October 2023	15 October 2023	20 October 2023	23 October 2023	28 October 2023	02 November 2023		12 November 2023
								Planned Days	-	0	10	5	3	5	5	28	10
								Actual Dates	-								
GR20	Supply of Brochure/ Leaflet/ Poster/ Banner/Festoon etc. for Power and Energy Week for EGCB Ltd.	Lot	1	RFQ	Superintending Engineer	Own Fund	0.100	Planned Dates	-	10 October 2023	20 October 2023	25 October 2023	28 October 2023	02 November 2023	07 November 2023		17 November 2023
								Planned Days	-	0	10	5	3	5	5	28	10
								Actual Dates	-								
GR21	Procurement of Furniture for Corporate Office of EGCB Ltd.-2	Lot	2	Direct Cash Purchase	Chief Engineer	Own Fund	0.100	Planned Dates	As and When Required								
								Planned Days									
								Actual Dates									

ANNUAL PROCUREMENT PLAN

CORPORATE OFFICE, EGCB Ltd.

Financial Year: 2023-2024

Ministry / Division : Ministry of Power, Energy & Mineral Resources / power Division
Agency : Electricity Generation Company of Bangladesh Limited (EGCB Ltd.)
Procuring Entity Name & Code : Corporate Office

B. Works Procurement

Package No.	Description of Procurement Package WORKS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost (In Million Taka)	Time code for process	Advertise Prequel (if applicable)	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	18
Human Resource Department																	
WR01	Procurement of Security Service for Corporate Office of EGCB Ltd.	Lot	1	RFQ	General Manager	Own Fund	0.900	Planned Dates	-	01 August 2023	11 August 2023	16 August 2023	19 August 2023	24 August 2023	29 August 2023		28 August 2024
								Planned Days	-	0	10	5	3	5	5	28	365
								Actual Dates	-								
WR02	Repair & Maintenance Work of Furniture of Corporate office of EGCB Ltd.	Lot	2	Direct Cash Purchase	Deputy General Manager	Own Fund	0.050	Planned Dates	As and When Required								
								Planned Days									
								Actual Dates									
ICT Department																	
WR03	Procurement of Dedicated Internet Service for 02 (Two) Years for Corporate Office of EGCB Ltd.	Lot	1	OTM (NCT) (e-GP)	Chief Engineer	Own Fund	1.000	Planned Dates	-	01 March 2024	15 March 2024	29 March 2024	05 April 2024	12 April 2024	10 May 2024		10 May 2026
								Planned Days	-	0	14	14	7	7	28	70	730
								Actual Dates	-								
WR04	Procurement of Email Filtering Service for Corporate Office of EGCB Ltd.	Lot	1	OTM (NCT) (e-GP)	Chief Engineer	Own Fund	1.200	Planned Dates	-	01 December 2023	15 December 2023	29 December 2023	05 January 2024	12 January 2024	09 February 2024		08 February 2027
								Planned Days	-	0	14	14	7	7	28	70	1095
								Actual Dates	-								
WR05	Procurement of Servicing Work of Fire Suppression System and Other related devices (Including GAS & other Agents required) for Corporate Office of EGCB Ltd.	Lot	1	RFQ	Chief Engineer	Own Fund	0.150	Planned Dates	-	07 April 2024	17 April 2024	22 April 2024	25 April 2024	30 April 2024	05 May 2024		15 May 2024
								Planned Days	-	0	10	5	3	5	5	28	10
								Actual Dates	-								
WR06	Procurement of Dedicated Internet Connectivity Service for Online Meeting for Corporate Office of EGCB Ltd.	Lot	1	RFQ	Superintending Engineer	Own Fund	0.120	Planned Dates	-	01 October 2023	11 October 2023	16 October 2023	19 October 2023	24 October 2023	29 October 2023		28 October 2024
								Planned Days	-	0	10	5	3	5	5	28	365
								Actual Dates	-								
WR07	Repair & Maintenance work-1 of Precision AC, Split AC of NOC & Power room etc. for Corporate Office of EGCB Ltd.	Lot	1	RFQ	Chief Engineer	Own Fund	0.150	Planned Dates	-	01 August 2023	11 August 2023	16 August 2023	19 August 2023	24 August 2023	29 August 2023		08 September 2023
								Planned Days	-	0	10	5	3	5	5	28	10
								Actual Dates	-								
WR08	Repair & Maintenance work-2 of Precision AC, Split AC of NOC & Power room etc.for Corporate Office of EGCB Ltd.	Lot	1	RFQ	Chief Engineer	Own Fund	0.150	Planned Dates	-	01 November 2023	11 November 2023	16 November 2023	19 November 2023	24 November 2023	29 November 2023		09 December 2023
								Planned Days	-	0	10	5	3	5	5	28	10
								Actual Dates	-								

Works Procurement

Annual Procurement Plan, Corporate Office, EGCB Ltd.

Financial Year: 2023-2024

Revision-00

Package No.	Description of Procurement Package WORKS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost (In Million Taka)	Time code for process	Advertise Prequel (if applicable)	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
WR09	Emergency Procurement of AC, Diesel Generator Accessories, Environment Detection accessories for Repair & Maintenance Work for Corporate Office of EGCB Ltd.	Lot	1	Direct Cash Purchase	Superintending Engineer	Own Fund	0.050	Planned Dates	As and When Required								
								Planned Days									
								Actual Dates									
Company Secretary Department																	
WR10	Printing of Annual Report of EGCB Ltd.	Lot	1	RFQ	Deputy General Manager	Own Fund	0.300	Planned Dates	-	20 November 2023	30 November 2023	05 December 2023	08 December 2023	13 December 2023	18 December 2023		28 December 2023
								Planned Days	-	0	10	5	3	5	5	28	10
								Actual Dates	-								
Accounts Department																	
WR11	Procurement of Auditing Service for Annual Accounts of EGCB Ltd.	Lot	1	RFQ	General Manager	Own Fund	0.550	Planned Dates	-	01 December 2023	11 December 2023	16 December 2023	19 December 2023	24 December 2023	29 December 2023		28 January 2024
								Planned Days	-	0	10	5	3	5	5	28	30
								Actual Dates	-								
WR12	Procurement of Auditing Service for CPF of EGCB Ltd.	Lot	1	RFQ	Deputy General Manager	Own Fund	0.045	Planned Dates	-	10 November 2023	20 November 2023	25 November 2023	28 November 2023	03 December 2023	08 December 2023		07 January 2024
								Planned Days	-	0	10	5	3	5	5	28	30
								Actual Dates	-								
WR13	Procurement of Auditing Service for Gratuity Fund of EGCB Ltd.	Lot	1	RFQ	Deputy General Manager	Own Fund	0.035	Planned Dates	-	15 November 2023	25 November 2023	30 November 2023	03 December 2023	08 December 2023	13 December 2023		12 January 2024
								Planned Days	-	0	10	5	3	5	5	28	30
								Actual Dates	-								
WR14	Procurement of Auditing Service for WPPF of EGCB Ltd.	Lot	1	RFQ	Deputy General Manager	Own Fund	0.045	Planned Dates	-	10 November 2023	20 November 2023	25 November 2023	28 November 2023	03 December 2023	08 December 2023		07 January 2024
								Planned Days	-	0	10	5	3	5	5	28	30
								Actual Dates	-								
WR15	Procurement of Tally.Net synchronization & annual maintenance works	Lot	1	RFQ	Deputy General Manager	Own Fund	0.100	Planned Dates	-	20 July 2023	30 July 2023	04 August 2023	07 August 2023	12 August 2023	17 August 2023		16 August 2024
								Planned Days	-	0	10	5	3	5	5	28	365
								Actual Dates	-								
WR16	Procurement of works & physical services for processing Income Tax appeal for EGCB Ltd.	Lot	1	RFQ	Executive Director	Own Fund	0.800	Planned Dates	-	15 September 2023	25 September 2023	30 September 2023	03 October 2023	08 October 2023	13 October 2023		12 October 2024
								Planned Days	-	0	10	5	3	5	5	28	365
								Actual Dates	-								
WR17	Procurement of works & physical services for processing Income Tax appealed Tribunal for EGCB Ltd.	Lot	1	RFQ	Executive Director	Own Fund	0.800	Planned Dates	-	15 March 2024	25 March 2024	30 March 2024	02 April 2024	07 April 2024	12 April 2024		12 April 2025
								Planned Days	-	0	10	5	3	5	5	28	365
								Actual Dates	-								
WR18	Procurement of works & physical services for processing Income Tax appealed High Court for EGCB Ltd.	Lot	1	RFQ	Executive Director	Own Fund	0.400	Planned Dates	-	01 June 2024	11 June 2024	16 June 2024	19 June 2024	24 June 2024	29 June 2024		29 June 2025
								Planned Days	-	0	10	5	3	5	5	28	365
								Actual Dates	-								
WR19	Procurement of works & Physical services for preparation and submission of yearly Tax Accounting and Income Tax Return for the FY 2022-23 (AY 2023-24) as per Income Tax Laws & Rules including tax hearing and other processing to complete the tax assessment in full as required by tax authority.	Lot	1	RFQ	Executive Director	Own Fund	0.300	Planned Dates	-	01 September 2023	11 September 2023	16 September 2023	19 September 2023	24 September 2023	29 September 2023		28 September 2024
								Planned Days	-	0	10	5	3	5	5	28	365
								Actual Dates	-								

Works Procurement

Annual Procurement Plan, Corporate Office, EGCB Ltd.

Financial Year: 2023-2024

Revision-00

Package No.	Description of Procurement Package WORKS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost (In Million Taka)	Time code for process	Advertise Prequel (if applicable)	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
WR20	Procurement of works & Physical services for preparation and submission of Monthly, Quarterly, Half yearly & other Income tax and VAT returns related activities for the FY 2023-24.	Lot	1	RFQ	Executive Director	Own Fund	0.100	Planned Dates	-	10 September 2023	20 September 2023	25 September 2023	28 September 2023	03 October 2023	08 October 2023		07 October 2024
								Planned Days	-	0	10	5	3	5	5	28	365
								Actual Dates	-								
WR21	Printing of Registers, documents, cash memo etc. of EGCB Ltd.	Lot	1	RFQ	Deputy General Manager	Own Fund	0.100	Planned Dates	-	10 May 2024	20 May 2024	25 May 2024	28 May 2024	02 June 2024	07 June 2024		07 June 2025
								Planned Days	-	0	10	5	3	5	5	28	365
								Actual Dates	-								
P&D Department																	
WR22	Stall Decoration for Power and Energy Week for EGCB Ltd.	Lot	1	RFQ	Managing Director	Own Fund	0.600	Planned Dates	-	05 October 2023	15 October 2023	20 October 2023	23 October 2023	28 October 2023	02 November 2023		12 November 2023
								Planned Days	-	0	10	5	3	5	5	28	10
								Actual Dates	-								
Procurement Department																	
WR23	Annual Servicing & Maintenance of Air Conditioning System of Corporate Office of EGCB Ltd.	Lot	1	RFQ	Executive Director	Own Fund	0.350	Planned Dates	-	01 November 2023	11 November 2023	16 November 2023	19 November 2023	24 November 2023	29 November 2023		28 November 2024
								Planned Days	-	0	10	5	3	5	5	28	365
								Actual Dates	-								

ANNUAL PROCUREMENT PLAN

CORPORATE OFFICE, EGCB Ltd.

Financial Year: 2023-2024

QF-PRO-01
Revision-00
Budget: Revenue

Ministry / Division : Ministry of Power, Energy & Mineral Resources / power Division
Agency : Electricity Generation Company of Bangladesh Limited (EGCB Ltd.)
Procuring Entity Name & Code : Corporate Office

C. Service Procurement

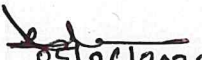
Package No.	Description of Procurement Package SERVICE	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost (In Million Taka)	Time code for process	Advertise EOI	Issue RFA	Proposal Opening	Proposal Evaluation	Opening Financial Proposal	Negotiation	Approval	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	18	19
SR01	Selection of Individual Consultant for ERP Implementation of EGCB Ltd.	Lot	1	Single Source Selection (SSS)	Executive Director	Own Fund	1.00	Planned Dates	-	07 August 2023	28 August 2023	18 September 2023	18 September 2023	25 September 2023	02 October 2023	30 October 2023	-	29 October 2024
								Planned Days	-	-	21	21	0	7	7	28	84	365
								Actual Dates	-	-	-	-	-	-	-	-	-	-
SR02	Cyber Security Audit Service and Vulnerability Assessment & Penetration Testing (VAPT) Service for IT Infrastructure of EGCB Ltd.	Lot	1	Single Source Selection (SSS)	Executive Director	Own Fund	3.00	Planned Dates	-	15 November 2023	13 December 2023	03 January 2024	03 January 2024	10 January 2024	17 January 2024	14 February 2024	-	14 April 2024
								Planned Days	-	-	28	21	0	7	7	28	91	60
								Actual Dates	-	-	-	-	-	-	-	-	-	-
SR03	Review and Preparation of Feasibility Study for Development of Solar PV Project at Feni, Bangladesh. [For ADB Project]	Lot	1	Single Source Selection (SSS)	Managing Director	Own Fund	7.50	Planned Dates	-	10 August 2023	07 September 2023	28 September 2023	28 September 2023	05 October 2023	12 October 2023	09 November 2023	-	07 February 2024
								Planned Days	-	-	28	21	0	7	7	28	91	90
								Actual Dates	-	-	-	-	-	-	-	-	-	-

Prepared By:

Examined By:

Recommended By:

Approved By:


05/06/2023
Executive Engineer (Procurement)

Md. Hasan Zahidul Islam
Executive Engineer (Procurement)
Electricity Generation Company
of Bangladesh Limited, Dhaka.

General Manager (Finance & Accounts)

Muhammad Fardoush Bhuiyan
General Manager
(Finance & Accounts)
Corporate Office
EGCB Ltd.

Executive Director (Admin & Finance)

এ.কে.এম. মনজুর কাদির
নির্বাহী পরিচালক (প্রশাসন ও অর্থ) (স: দা:)
কর্পোরেট অফিস, ইজিসিবি লি., ঢাকা

Managing Director

Maj Gen Moin Uddin (Retd)
Managing Director
Electricity Generation Company of Bangladesh Ltd.


05/06/2023
Sub-Divisional Engineer
(Attached to Procurement)
Touhidur Rahman Khan
Sub-Divisional Engineer
(Attached to Procurement Division)
Corporate Office, EGCB Ltd., Dhaka

Superintending Engineer (Procurement)

Mohammed Anisur Rahman Bhuiyan
Superintendent Engineer (Procurement)
Electricity Generation Company
of Bangladesh Ltd., Dhaka.

Executive Director (Operation & Maintenance)

A.K.M. Manzur Kadir
Executive Director (O & M)
Corporate Office
EGCB Ltd., Dhaka