

HYDROCARBON UNIT
ENERGY & MINERAL RESOURCES DIVISION
ANNUAL PROCUREMENT PLAN

Ministry/Division: Energy & Mineral Resources Division

Budget Revenue FY: 2022-2023

Agency: Hydrocarbon Unit

Package No	Description Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in lac Tk	Time Code for Proccgs	Not Used in GOODS	Invite/Advertise	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	
Goods:																		
HCU G-1	Supply of Computer and Laptop	Nos	6	OTM	DG	GOB	5.50	Planned	-	02-11-22	16/11/22	30/11/22	07-12-22	14/12/22	19/12/22	19/12/22	29/12/22	
								Planned Days	-	0	14	14	7	7	5	47	10	
HCU G-2	Supply of Air conditioner	Nos	1	RFQ	DG	GOB	0.60	Planned	-	09-05-22	12-09-22	15/09/22	19/09/22	22/09/22	26/09/22	26/09/22	03-10-22	
								Planned Days	-	0	7	3	4	3	4	21	7	
HCU G-3	Supply of Air conditioner	Nos	1	RFQ	DG	GOB	1.60	Planned	-	19/01/23	02-02-23	05-02-23	15/02/23	19/02/23	23/02/23	23/02/23	02-03-23	
								Planned Days	-	0	14	3	10	4	4	35	7	
HCU G-4	Supply of Other Office Equipment	Lots	As per Requisition	OTM/LTM/RFQ/CP	DG	GOB	3.80	Planned	-	As and When Required								12 Months
								Planned Days	-									
HCU G-5	Supply of Furniture	Nos	-	RFQ	DG	GOB	3.00	Planned	-	05-10-22	12-10-22	16/10/22	20/10/22	23/10/22	25/10/22	25/10/22	03-11-22	
								Planned Days	-	0	7	4	4	3	2	20	9	
HCU G-6	Repair of Motor Vehicle	-	As per Requisition	RFQ/CP	DG	GOB	3.00	Planned	-	As and When Required								
								Planned Days	-									
HCU G-7	Repair of Furniture	-	As per Requisition	RFQ/CP	DG	GOB	2.00	Planned	-	As and When Required								
								Planned Days	-									
HCU G-8	Repair of Computer	-	As per Requisition	RFQ/CP	DG	GOB	3.00	Planned	-	As and When Required								
								Planned Days	-									
HCU G-9	Repair of Office Equipments	Nos	As per Requisition	RFQ/CP	DG	GOB	2.50	Planned	-	06-12-22	13/12/22	15/12/22	19/12/22	22/12/22	26/12/22	26/12/22	05-01-23	
								Planned Days	-	0	7	2	4	3	4	20	10	
HCU G-10	Repair of Office Equipments	Nos	As per Requisition	RFQ/CP	DG	GOB	2.50	Planned	-	01-05-23	08-05-23	11-05-23	15/05/22	18/05/23	22/05/23	22/05/22	29/05/23	
								Planned Days	-	0	7	3	4	3	4	21	7	
HCU G-11	Stationary	-	As per Requisition	OTM/LTM/RFQ/CP	DG	GOB	2.50	Planned	-	As and When Required								
								Planned Days	-									
HCU G-12	Petrol, oil and lubricants	-	LS	Frame Work/CP	DG	GOB	2.50	Planned	-	As and When Required								
								Planned Days	-									
HCU G-13	Annual, Monthly and Research report Publication	Nos	As per Requisition	RFQ/CP	DG	GOB	3.00	Planned	-	As and When Required								
								Planned Days	-									
HCU G-14	Annual, Monthly and Research report Publication	Nos	As per Requisition	CP	DG	GOB	4.00	Planned	-	11-12-22	18/12/22	20/12/22	25/12/22	28/12/22	01-01-23	01-01-23	11-01-23	
								Planned Days	-	0	7	2	5	3	4	21	10	
Intellectual & Professional Service:																		
HCU S-1	Consulting services	1	As per Requisition	QCBS	DG	GOB	20.00	Planned	-	08-11-22	22/11/22	06-12-22	13/12/22	20/12/22	17/01/23	17/01/23	14/02/23	
								Planned Days	-	0	14	14	7	7	28	70	28	
HCU S-2	Consulting services	1	As per Requisition	QCBS	DG	GOB	24.00	Planned	-	02-03-23	16/03/23	30/03/23	06-04-23	13/04/23	11-05-23	11-05-23	08-06-23	
								Planned Days	-	0	14	14	7	7	28	70	28	
HCU S-3	Research	1	As per Requisition	QCBS	DG	GOB	40.00	Planned	-	18/10/22	01-11-22	15/11/22	22/11/22	29/11/22	27/12/22	27/12/22	26/01/23	
								Planned Days	-	0	14	14	7	7	28	70	30	
HCU S-4	Research	1	As per Requisition	QCBS	DG	GOB	40.00	Planned	-	02-04-23	16/04/23	30/4/23	07-05-23	14/05/23	17/6/2023	17/6/23	14/06/23	
								Planned Days	-	0	14	14	7	7	3	45	28	
HCU S-5	Innovation	1	As per Requisition	QCBS	DG	GOB	12.00	Planned	-	As and When Required								
								Planned Days	-									
HCU S-6	Manpower Service (Outsourcing)	-	LS	OTM/Frame Work	DG	GOB	26.00	Planned	-	As and When Required								
								Planned Days	-	0	14	14	7	7	15	57	7	

Procuring Entity Name : Director General of Hydrocarbon Unit

এস.এম. আব্দুল্লাহ আল-ফারুক
হিসাবরক্ষণ কর্মকর্তা
হাইড্রোকার্বন ইউনিট
জ্বালানি ও খনিজ সম্পদ বিভাগ

মোঃ নাজমুল হক
সহকারী পরিচালক (পরিকল্পনা)
হাইড্রোকার্বন ইউনিট
জ্বালানি ও খনিজ সম্পদ বিভাগ
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

শিহাব আহম্মদ
সহকারী পরিচালক (রিজার্ভার ও উৎপাদন)
হাইড্রোকার্বন ইউনিট
জ্বালানি ও খনিজ সম্পদ বিভাগ
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

আবুল খায়ের মোঃ আমিনুর রহমান
মহাপরিচালক (অতিরিক্ত সচিব)
হাইড্রোকার্বন ইউনিট
জ্বালানি ও খনিজ সম্পদ বিভাগ