

22

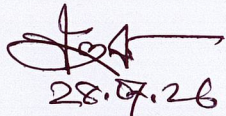
ANNUAL PROCUREMENT PLAN (APP)

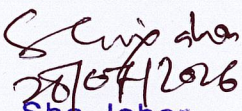
Financial Year 2026-27

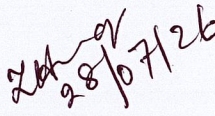
Bangladesh Institute of Governance and Management (BIGM)
Procuring Entity Name & Code : Managerial Service

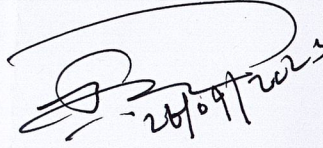
Budget: Operational

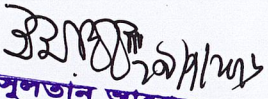
Package No.	Description of Procurement Package GOODs	Unit	Quantity	Procurement Method & Type	Contracted Approving Authority	Source of Funds	Estd. Cost in Lac (BDT)	Time code for process	Not Rsd in GOODS	Invite/ Adventise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	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
GD1	Supply various type of Office Stationary for different goods under Farmwork agreement	lot	1	OTM	HOPE	GoB	10.00	Planned Dates		1/8/2026	14/08/2026	24/08/2026	4/9/2026	9/9/2026	23/09/2026		22/09/27
								Planned Days		0	14	10	10	5	14	53	365
								Actual Dates									
GD2	Supply of Brand new Photocopy cum scanner machine as per specification for Admin Room	nos	1	RFQ	HOPE	GoB	4.00	Planned Dates		1/10/2026	15/10/2026	27/10/2026	7/11/2026	12/11/2026	26/11/2026		15/12/2026
								Planned Days		0	14	12	10	5	14	55	20
								Actual Dates									
GD3	Supply of Brand new Digital Camera with accssories	nos	1	RFQ	HOPE	GoB	4.00	Planned Dates		1/9/2026	14/09/2026	26/09/2026	10/10/2026	17/10/2026	1/12/2026		10/1/2027
								Planned Days		0	14	12	14	7	14	61	40
								Actual Dates									
GD4	Supply various type of Office Furniture for New Building of BIGM	Lot	1	OTM	HOPE	GoB	250.00	Planned Dates		15/10/2026	29/10/2026	11/11/2026	21/11/2026	28/12/2026	2/1/2027		2/2/2027
								Planned Days		0	14	12	10	7	14	57	30
								Actual Dates									
GD5	Supply, Fitting & Fixing of New 50 nos (approx.) Telephone set with PABX line & accessories for New Building of BIGM	Lot	1	OTM	HOPE	GoB	20.00	Planned Dates		15/10/2026	29/10/2026	11/11/2026	21/11/2026	28/12/2026	2/1/2027		2/2/2027
								Planned Days		0	14	12	10	7	14	57	30
								Actual Dates									
GD7	Supply and Installation of 01 (one) year subscription of "Drillbit Anti Plagairism and AI Detection Software" for internal academic wings and research wings development of BIGM, Dhaka	lot	1	RFQ	HOPE	GoB	3.00	Planned Dates		15/05/2026	24/05/2026	30/05/2026	10/6/2026	17/06/2026	1/7/2026		20/07/2026
								Planned Days		0	9	6	10	7	14	46	19
								Actual Dates									
GD8	Supply of brand new Smart Mobile Phone for Administration works	Set	5	RFQ	HOPE	GoB	2.50	Planned Dates		15/08/2026	29/08/2026	11/9/2026	21/09/2026	28/09/2026	12/10/2026		30/01/2027
								Planned Days		0	14	12	10	7	14	57	119
								Actual Dates									
Total Amount for APP FY 2026-27							293.50										


28.7.26
Md. Manzur Rahman
Engineer
Bangladesh Institute of Governance and Management


28/07/2026
Sha Jahan
Accounts Officer
Bangladesh Institute of Governance & Management (BIGM)


28/07/26
Taskina Huq
Deputy Director (Admin)
Bangladesh Institute of Governance and Management


28/07/2026
ড. মোঃ গোলাম ফারুক
অধ্যাপক এবং উইং চিফ
একাডেমিক
বাংলাদেশ ইনস্টিটিউট অব গভর্নেন্স
এন্ড ম্যানেজমেন্ট, ঢাকা


28/07/2026
ড. সুলতান আহমেদ
পরিচালক
বাংলাদেশ ইনস্টিটিউট অব গভর্নেন্স
এন্ড ম্যানেজমেন্ট।

-25-

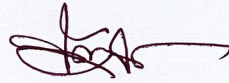
ANNUAL PROCUREMENT PLAN (APP)

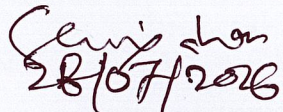
Financial Year 2026-27

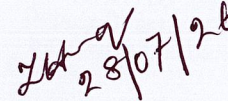
Bangladesh Institute of Governance and Manageemtn (BIGM)
Procuring Entity Name & Code : Managerial Service

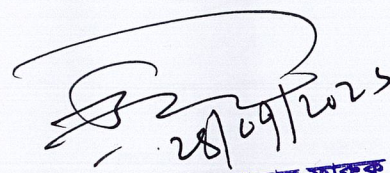
Budget: Operational

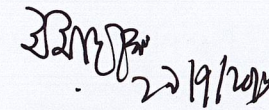
Procuring Entity Name & Code : Managerial Service																	
Package No.	Description of Procurement Package WORKS	Unit	Quantity	Procurement Method & Type	Contracted Approving Authority	Source of Funds	Estd. Cost in Lac (BDT)	Time code for process	Advertise Prequel (if applicable)	Advertise Tender	Tender Openning	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
WR1	Repair & Maintenance of Exiting BIGM (Administration, Annex, Steel & Anser Shed) Building	Lot	1	RFQ	HOPE	GoB	8.00	Planned Dates		25/07/2026	11/8/2026	23/08/2026	4/9/2026	11/9/2026	25/09/2026		30/06/2027
								Planned Days		0	14	12	10	7	14	57	247
								Actual Dates									
WR2	Repair & Maintenance of Existing Transportation Vehicle	Lot	1	RFQ	HOPE	GoB	10.00	Planned Dates		10/8/2026	24/08/2026	4/9/2026	18/9/2026	25/09/2026	8/10/2026		30/06/2027
								Planned Days		0	14	10	14	7	14	59	267
								Actual Dates									
WR3	Repair & Maintenance of Interenal Road and Graden	Lot	1	RFQ	HOPE	GoB	1.00	Planned Dates		25/9/2025	9/10/2026	21/10/2026	5/11/2026	12/11/2026	26/11/2026		30/06/2027
								Planned Days		0	14	12	14	7	14	61	219
								Actual Dates									
WR4	Contruction of new Electrical Cable Trench with Cable from new building to Existing Building	Lot	1	OTM	HOPE	GoB	1.50	Planned Dates		1/11/2026	15/11/2026	25/11/2026	8/12/2027	15/12/2026	29/12/2026		30/01/2027
								Planned Days		0	14	10	14	7	14	59	31
								Actual Dates									
Total Amount for APP FY 2026-27							20.50										


28.07.26
Md. Manzur Rahman
Engineer
Bangladesh Institute of
Governance and Management


28/07/2026
Sha Jahan
Accounts Officer
Bangladesh Institute of
Governance & Management (BIGM)


28/07/26
Taskina Huq
Deputy Director (Admin)
Bangladesh Institute of
Governance and Management


28/09/2025
ড. মোঃ গোলাম ফারুক
অধ্যাপক এবং উইং চিফ
একাডেমিক
বাংলাদেশ ইনস্টিটিউট অব গভর্নেন্স
এন্ড ম্যানেজমেন্ট, ঢাকা


28/09/2025
ড. সুলতান আহমেদ
পরিচালক
বাংলাদেশ ইনস্টিটিউট অব
গভর্নেন্স এন্ড ম্যানেজমেন্ট

29

ANNUAL PROCUREMENT PLAN (APP)

Financial Year 2026-27

Bangladesh Institute of Governance and Manageemtn (BIGM)
Procuring Entity Name & Code : Managerial Service

Budget: Operational

Package No.	Description of Procurement Package Consultancy Services	Unit	Quantity	Procurement Method & Type	Contracted Approving Authority	Source of Funds	Estd. Cost in Lac (BDT)	Time code for process	Advertise EOI	Issue RFP	Technical Proposal Opening	Technical Proposal Evaluation	Financial Proposal Opening & Evaluation	Negotiation	Approval	Signing of Contract	Time for 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
CS1	Selection of a Income Tax Lawyer Firm for the preparation and submission of the Tax Returns of BIGM for the FY 2016-2017 to FY 2025-26, including support services related to Return Processing and assessment, Demand/Refund, Audit, Appeal/Dispute Resolution of BIGM, Dhaka.	Job	1	QCBS	HOPE	GoB	2.50	Planned Dates	9/5/2026	30/07/2026	10/0/2026	24/08/2026	4/9/2026	11/9/2026	25/09/2026	9/10/2026	8/11/2026	30/12/2026
								Planned Days		0	10	14	10	7	14	14	30	53
								Actual Dates										
Total Amount for APP FY 2026-27							2.50											

28.07.26
Md. Manzur Rahman
Engineer
Bangladesh Institute of
Governance and Management

28/07/2026
Sha Jahan
Accounts Officer
Bangladesh Institute of
Governance & Management (BIGM)

28/07/26
Taskina Huq
Deputy Director (Admin)
Bangladesh Institute of
Governance and Management

28/07/26
ড. মোঃ গোলাম ফারুক
অধ্যাপক এবং উইং চিফ
একাডেমিক
বাংলাদেশ ইনস্টিটিউট অব গভর্নেন্স
এন্ড ম্যানেজমেন্ট, ঢাকা

28/07/26
ড. সুলতান আহমেদ
পরিচালক
বাংলাদেশ ইনস্টিটিউট অব
গভর্নেন্স এন্ড ম্যানেজমেন্ট।

ANNUAL PROCUREMENT PLAN (APP)

Financial Year 2026-27

Bangladesh Institute of Governance and Manageemtn (BIGM)

Procuring Entity Name & Code : Academic wing

Budget: Operational

Package No.	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contracted Approving Authority	Source of Funds	Estd. Cost in Lac (BDT)	Time code for process	Not Rsd in GOODS	Invite/ Adventise Tender	Tender Openning	Tender Evalution	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
GD1	Supply of Academic Program Guide	Each	600	RFQ	HOPE	Own	6.00	Planned Dates		1/8/2026	14/08/2026	20/8/2026	30/8/2026	5/9/2026	19/9/2026		20/10/2026
								Planned Days		0	14	6	10	5	14	49	30
								Actual Dates									
GD2	Supply of Academic Prospectus	Each	600	RFQ	HOPE	Own	1.20	Planned Dates		20/07/2026	4/8/2026	10/8/2026	18/08/2026	24/08/2026	8/9/2026		5/10/2026
								Planned Days		0	14	6	8	6	14	48	27
								Actual Dates									
Total Amount for APP FY 2026-27							7.20										

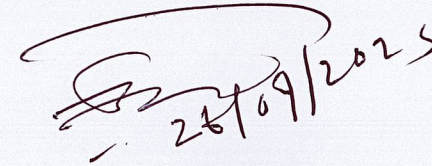
Nafis Sadik .

28.7.26

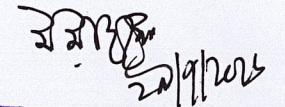
Nafis Sadik
Research Associate
Bangladesh Institute of
Governance and Management



28.07.26


26/09/2025

ড. মোঃ গোলাম ফারুক
অধ্যাপক এবং ডিইং চিফ
একাডেমিক
বাংলাদেশ ইনস্টিটিউট অব গভেনেন্স
এন্ড ম্যানেজমেন্ট, ঢাকা


22/9/2026

ড. সুলতান আহমেদ
পরিচালক
বাংলাদেশ ইনস্টিটিউট অব
গভেনেন্স এন্ড ম্যানেজমেন্ট।

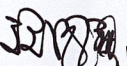
Draft

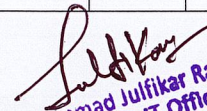
ANNUAL PROCUREMENT PLAN
FY 2026-2027

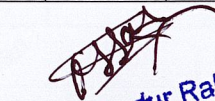
Ministry/Division :
Agency : BIGM
Procuring Entity Name & Code : HOPE
Project /Programme Name & Code : Enhance Capacity of IT Infrastructure and Library at Dhaka

Budget: Development

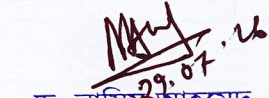
Package No.	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Funds	Estd Cost (In Tk. lakh)	Time Code for Process	Not used in GOOD	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing 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
GD1	Purchase of projectors	No.	5	OTM (NCT)	HOPE	GOB	4.25	Planned Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026	-	-
								Planned Days		0	46	18	05	05	28	102	90
								Actual Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
GD2	Purchase of UPS 3000 volt	No.	1	OTM (NCT)	HOPE	GOB	1.20	Planned Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026	-	
								Planned Days		0	15	07	04	04	09	39	180
								Actual Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026	42	
S1	Website Development (BIGM, ReForm, Library Management, HRM)	No.	1	OTM (NCT)	HOPE	GOB	24	Planned Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026	-	-
								Planned Days		0	28	17	07	07	28	87	365
								Actual Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026		
GD3	Purchase of Software's (Grammarly, Drillbit, Online Journal. Zoom, Microsoft Office, Antivirus, Statistical Software: Eviews, SATA, NVivo, MATHLAB, COLAB, Significant)						20	Planned Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026	-	-
								Planned Days		0	28	17	07	07	28	87	365
								Actual Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026		


৩. সুপ্রভা আহমেদ
পরিচালক
বাংলাদেশ ইনস্টিটিউট অব
গভর্ন্যান্স এন্ড ম্যানেজমেন্ট।


Md. Sazzadur Rahman
Assistant IT Officer
Bangladesh Institute of
Governance & Management


Md. Sazzadur Rahman
IT Officer
Bangladesh Institute of
Governance & Management (BIGM)


29.07.2026
(Mohammad Ali)
Deputy Director
Bangladesh Institute of
Governance and Management
E-33, Agargoun, Dhaka


29.07.26
ড. নাসিম আহমেদ
অতিরিক্ত পরিচালক
কৌশলগত পরিকল্পনা এবং প্রশিক্ষণ ও উন্নয়ন
বিআইজিএম, ঢাকা।

GD5	Purchase of Computer Accessories (Monitor Mouse, Keyboard RAM Hard Disk, SSD Web Cam Headphone Power Cord Graphics Card CMOS Battery VGA Cable HDMI Cable Mouse Pad Audio Converter Video Converter HDMI Splitter Pen Drive Portable Hard disk Power supply UPS Battery Laptop Battery Laptop Adapter Memory Card Router, Switch, Access Pointer Router Adapter, Switch Adapter Networking UTP Cable Networking Optical Fiber Cable Network Media Converter Optical Patch Cord UTP Patch Cord RJ 45 Connector RJ 11 Connector Telephone patch cord Network Card WiFi Card WiFi receiver Adapter Crimper Machine Cable Tester OTDR Machine Cable Punch Tools Network Modular RJ 45 Wall Face PABX Modular RJ 11 Wall Face Wall Mount Rack 9U)	No.	1	OTM (NCT)	HPOE	GOB	3.50	Planned Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026	-	-
								Planned Days		0	15	07	04	06	28	60	60
								Actual Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026		
								Planned Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026	-	-
								Planned Days		0	15	07	04	06	28	60	60
								Actual Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026		

ড. সুলতান আহমেদ
পরিচালক
বাংলাদেশ ইনস্টিটিউট অব
গভর্ন্যান্স এন্ড ম্যানেজমেন্ট।

Mohammad Jufikar Rahman
Assistant IT Officer
Bangladesh Institute of
Governance & Management

Md. Sazzadur Rahman
IT Officer
Bangladesh Institute of
Governance & Management (BIGM)

Mohammad Ali
29.07.2026
(Mohammad Ali)
Deputy Director of
Bangladesh Institute of
Governance and Management
F-33, Agargaon, Dhaka

ড. নাসিম আহমেদ
অতিরিক্ত পরিচালক
কৌশলগত পরিকল্পনা এবং প্রশিক্ষণ ও উন্নয়ন
বিআইজিএম, ঢাকা।

Maintenance of IT equipment's	No.		OTM (NCT)	HPOE	GOB	2.00	Planned Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026	-	-
							Planned Days		0	15	07	04	06	28	60	60
							Actual Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026		
Total value of Goods and Services procurement						61.95										

Library

Packa ge No.	Description of Procurement Package WORKS	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Funds	Estd Cost (In Tk. lakh) as per RDPP	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 Competit ion of Contract
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
GD6	Purchase of electronic reader (kindle) for Library	No.	12	OTM (NCT)	HOPE	GOB	6.00	Planned Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026	-	-
								Planned Days		0	30	08	07	07	28	80	365
								Actual Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026		
GD7	Purchase of Books	No.	200	OTM (NCT)	HOPE	GOB	19.00	Planned Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026	-	-
								Planned Days		0	14	07	07	07	28	63	60
								Actual Dates		28 Nov 2026	16 Jan 2026	30 Jan 2026	02 Feb 2026	05 Feb 2026	03 Mar 2026		
	Total value of Goods and Services procurement						25.00										
	Total						86.95										

Sultikur
Mohammad Iulfiqar Rahman
 Assistant IT Officer
 Bangladesh Institute of
 Governance & Management

Assad
Md. Sazzadur Rahman
 IT Officer
 Bangladesh Institute of
 Governance & Management (BIGM)

Mohammad Ali
 29.07.2026
(Mohammad Ali)
 Deputy Director
 Bangladesh Institute of
 Governance and Management
 E-33, Agargaon, Dhaka

29.07.26
ড. নাসিম আহমেদ
 অতিরিক্ত পরিচালক
 কৌশলগত পরিকল্পনা এবং প্রশিক্ষণ ও উন্নয়ন
 বিআইজিএম, ঢাকা।
ইমামুল
 29/7/2026
ড. সুলতান আহমেদ
 পরিচালক
 বাংলাদেশ ইনস্টিটিউট অব
 গভর্ন্যান্স এন্ড ম্যানেজমেন্ট।