

**ANNUAL PROCUREMENT PLAN FOR FINANCIAL YEAR 2022-2023 (GOODS & RELATED SERVICE)**

**Ministry/Division** : Ministry of Women and Children Affairs  
**Agency** : Joyeeta Foundation  
**Procuring Entity Name & Code** : Joyeeta

(In BDT Lac Taka)

Package no	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source Of Fund	Est Cost in TK.	Time Code for Process	Not Used in Goods	Invite / advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Singing 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	
1.	Purchasing equipment for joyeeta foundation office	1	1	DPM	MD	GOB	2.00	Planned Date		11/8/22	14/8/22	14/8/22	21/8/22	22/8/22	25/8/22			
								Planned Days										
								Actual Dates										
2.	Computer accessories [UPS, Pen drive, Mouse, keyboard, VGA cable etc.]	1	1	DPM	MD	GOB	1.00	Planned Date		15/9/22	18/9/22	18/9/22	26/9/22	27/9/22	29/9/22			
								Planned Days										
								Actual Dates										
3.	Purchasing Stationary for Joyeeta Foundation office	1	2	RFQ	MD	GOB	5.00	Planned Date		12/1/23	18/1/23	18/1/23	23/1/23	24/1/23	26/1/23			
								Planned Days										
								Actual Dates										
4.	Supply of customized Pad, Folder, envelop etc. & others stationary for Joyeeta Foundation office	1	2	RFQ	MD	GOB	3.5	Planned Date		1/2/23	8/2/23	8/2/23	12/2/23	14/2/23	16/2/23			
								Planned Days										
								Actual Dates										
5.	Joyeeta publication and others [Promotion]	1	3	RFQ	MD	GOB	9.00	Planned Date		1/2/23	8/2/23	8/2/23	12/2/23	14/2/23	16/2/23			
								Planned Days										
								Actual Dates										
6.	Kitchen Decoration	1	2	RFQ	MD	GOB	6.00	Planned Date		1/2/23	8/2/23	8/2/23	12/2/23	14/2/23	16/2/23			
								Planned Days										
								Actual Dates										
7.	Purchasing cleaning items Joyeeta Foundation office	1	2	DPM	MD	GOB	2.00	Planned Date		16/2/23	20/2/23	20/2/23	22/2/23	26/2/23	28/2/23			

  
 Afroza Khan  
 Managing Director  
 Joyeeta Foundation

**ANNUAL PROCUREMENT PLAN FOR FINANCIAL YEAR 2022-2023 (Works & physical services)**

**Ministry/Division** : Ministry of Women and Children Affairs

**Agency** : Joyeeta Foundation

**Procuring Entity Name & Code** : Joyeeta

(In BDT Lac Taka)

Package no	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source Of Fund	Est Cost in TK.	Time Code for Process	Not Used in Goods	Invite / advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Singing 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	
1.	Setting boundaries for divisional office of Joyeeta Foundation	1	4	RFQ	MD	GOB	21.00	Planned Date		04/08/22	11/08/22	11/08/22	14/08/22	16/08/22	17/08/22			
								Planned Days										
								Actual Dates										
2.	Repairing work of Joyeeta Food court and Joyeeta sale center	1	1	DPM	MD	GOB	2.50	Planned Date		08/09/22	12/09/22	12/09/22	18/09/22	19/09/22	22/09/22			
								Planned Days										
								Actual Dates										
3.	Stall set up & decoration for International Trade Fair	1	4	RFQ	MD	GOB	20.00	Planned Date		19/9/22	26/9/22	26/9/22	2/10/22	6/10/22	10/10/22			
								Planned Days										
								Actual Dates										
4.	Publishing brochure, book for 11 <sup>th</sup> Anniversary of Joyeeta Foundation	1	1	DPM	MD	GOB	2.00	Planned Date		18/10/22	23/10/22	23/10/22	30/10/22	31/11/22	2/11/22			
								Planned Days										
								Actual Dates										
5.	Outsourcing car for Joyeeta Foundation	1	1	OTM	MD	GOB	12.00	Planned Date		4/12/22	26/12/23	1/1/2023	3/1/23	4/1/23	5/1/23			
								Planned Days										
								Actual Dates										
6.	AC servicing of Joyeeta Foundation office, Joyeeta sale center & food court	1	-	RFQ	MD	GOB	2.00	Planned Date		5/1/23	12/1/23	12/1/23	26/1/23	29/1/23	31/1/23			
								Planned Days										
								Actual Dates										



Afroza Khan  
Managing Director  
Joyeeta Foundation

**ANNUAL PROCUREMENT PLAN FOR FINANCIAL YEAR 2022-2023 (SERVICE)**

**Ministry/Division** : Ministry of Women and Children Affairs

**Agency** : Joyeeta Foundation

**Procuring Entity Name & Code** : Joyeeta

(In BDT Lac Taka)

Package no	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source Of Fund	Est Cost in TK.	Time Code for Process	Not Used in Goods	Invite / advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Singing 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	
1.	Making TVC for joyeeta products [Joyeeta sale center]	1	1	Single Source	MD	GOB	5.00	Planned Date		2/8/22	17/8/22	17/8/22	28/8/22	31/8/22	4/9/22			
								Planned Days										
								Actual Dates										
2.	Making TVC for joyeeta products [Joyeeta food court]	1	1	Single Source	MD	GOB	5.00	Planned Date		4/9/22	8/9/22	8/9/22	13/9/22	18/9/22	19/9/22			
								Planned Days										
								Actual Dates										
3.	Making CG videos and creative design for two Eid Festivals for the promotion of Joyeeta Brand	1	2	Single Source	MD	GOB	10.00	Planned Date		19/9/22	26/9/22	26/9/22	2/10/22	6/10/22	10/10/22			
								Planned Days										
								Actual Dates										
4.	Making catalogue & distributing on Social media platform	1	1	Single Source	MD	GOB	5.00	Planned Date		19/9/22	26/9/22	26/9/22	2/10/22	6/10/22	10/10/22			
								Planned Days										
								Actual Dates										

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(In BDT Lac Taka)

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
5.	Facebook & YouTube boosting for Joyeeta products	1	1	Single source	MD	Gob	5.00	Planned Date		19/9/22	26/9/22	26/9/22	2/10/22	6/10/22	10/10/22			
								Planned Days										
								Actual Dates										
6.	11 <sup>th</sup> Anniversary of Joyeeta Foundation	1	1	Single source	MD	Gob	20.00	Planned Date		18/10/22	23/10/22	23/10/22	30/10/22	31/11/22	2/11/22			
								Planned Days										
								Actual Dates										
7.	Making & promoting Video contents for International Trade Fair	1	1	Single source	MD	Gob	5.00	Planned Date		5/1/23	12/1/23	12/1/23	26/1/23	29/1/23	31/1/23			
								Planned Days										
								Actual Dates										
8.	Broadcasting Video contents on LED screen	1	1	Single source	MD	Gob	5.00	Planned Date		2/3/23	9/3/23	9/3/23	23/3/23	27/3/23	30/3/23			
								Planned Days										
								Actual Dates										



Afroza Khan  
Managing Director  
Joyeeta Foundation