

**Annual Procurement Plan (Services)  
Financial Year: 2016-2017**

**Budget: Development**

<b>Ministry/Division</b>	Ministry of Finance/ National Board of Revenue (NBR)	
<b>Agency</b>	National Board of Revenue (NBR)	
<b>Procuring Entity Name &amp; Code</b>	Project Director, VOP, PIU, NBR	NA
<b>Project Name&amp; Code</b>	VAT and Supplementary Duty Act, 2012 Implementation Project	NA

Pkg. No.	Description of Proc. Package (SERVICES)	Unit	Qty	Proc. Method & (Type)	Contract Appv. Authority	Source of Funds	Estd. Cost in Lac Taka (Eco. Code)	Time Code for Process (Dates)	Advertise EOI	Issue RFP	Technical Proposal Opening	Technical Proposal Evaluation	Financial Proposal opening & Evaluation	Negotiation	Approval	Signing of Contract	Total time to Contact Signature (Days)	Time for Completion of Contract (Days)	Remarks				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
SD2	Hiring transport vehicle for PIU Staff (3 microbus) Y.1 to Y.5	Months	54	OTM (N'I)	PD/HO PE	GOB /WB	970000 (4846)	Planned Dates	---	15-Nov-14	20-Dec-14	-	-	-	7-Jan-15	5Feb-15	80	1096	Contract signed for 36 months up to May/2018				
								Revision-1															
								Actual Dates														1-Jun-15	
SD3	Contact Center and Central Processing Center Services	LS	1 Item	QCBS (80:20) (N'I)	Ministry /IRD	GOB /WB	910.00 (4874)	Planned Dates	05-Oct-15	30-Nov-15	15Jan-16	01-Feb-16	16-Feb-16	26-Feb-16	31-Mar-16	14-Apr-16	193	1461					
								Revision-1															
								Actual Dates	15-Aug-15	13-Dec-15	27-Jan-16	29-Feb-16	10-Mar-16	10-Apr-16	9-May-16	15-May-16	224	1461					
SD3 .1-SD3 .10	Contact Center and Central Processing Center Services- Interim arrangements	LS	1 Item	SSS (N'I)	Ministry /IRD/ HOPE/ PD	GOB /WB	313.00 (4874)	Planned Dates	---	15-Aug-16	continue	continue	continue	continue	continue	continue			For Additional Services as and when required				
								Revision-1	---														
								Actual Dates	---														
SD5 .1	National Workshop, Seminars, symposiums for public awareness and exchange of views in automation process : NBR covering 15,000 person during y 15/16	Nos	15	OTM (NCT)	HOPE	GOB /WB	70.00 (4842)	Planned Dates	---	05-Aug-15					21-Sep-15	25-Nov-15	113	216	Signed Contract				
								Revision-1	---														
								Actual Dates	---											16-Mar-16			
SD5 .2	National Workshop, Seminars, symposiums for public awareness and exchange of views in automation process : Commissionerates covering 80,000 persons during y15/16	Nos	40	OTM (NCT)	HOPE	GOB /WB	210.00 (4842)	Planned Dates	---	05-Aug-15					21-Sep-15	25-Nov-15	113	216	Signed Contract				
								Revision-1	---														
								Actual Dates	---											18-May-16			
SD5 .3	National Workshop, Seminars, symposiums for public awareness and exchange of views in automation process : divisions covering 50,000 persons during y 15/16	Nos	95	OTM (NCT)	HOPE	GOB /WB	200.00 (4842)	Planned Dates	---	05-Aug-15					21-Sep-15	25-Nov-15	113	216	Signed Contract				
								Revision-1	---														
								Actual Dates	---											16-Mar-16			
SD6	Project Management Consultant (Firm)	Person month	Intl. 114 Natl .48	QCBS.( 80:20) (N'I)	CCGP	GOB/ WB	3920.00 (4874)	Planned Dates	15-mar-14	15-apr-14						15-may-14			Signed Contract with Ecorys, UK				
								Revision-1			-	-	-	-									
								Actual Dates												14-Jul-15	1096		
SD9 .2	Managing and arranging workshop , seminar for NBR Staff for	Nos	04	OTM (NCT)	PD	GOB /WB	140.00 (4840)	Planned Dates	---	15-Dec-16	15-Sep-16-	-	-	-	-	15-Nov-16	90	135	Signed Contract				
								Revision-1	---														
								Actual Dates	---											15-Mar-16			

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
SD10	Internal workshop and seminars covering 3000 NBR staff	Nos	15	OTM (NCT)	PD	GOB/WB	80.00 (4840)	Planned Dates	---	15-Aug-16	15-Sep-16	-	-	-	-	15-Nov-16	90	260	
								Revision-1			-								
								Actual Dates											
SD14	Leasing of Project office	Months	60	SSS (NCT)	PD	GOB/WB	778.00 (4806)	Planned Dates		15-Mar-14	-					30-Jun-14		1096	Contract signed in 2013.14. for 36 months, need extension up to project period
								Revision-1			-								
								Actual Dates											
SD15.1	Taxpayer Awareness Building Campaign TV Documentary	LS	1 Item	QCBS (80:20) (N'tl)	PD	GOB/WB	400.00 (4833)	Planned Dates	10-Jul-16	11-Sep-16	16-Oct-16	23-Oct-16	06-Nov-16	11-Dec-16	19-Dec-16	26-Dec-16	155	180	SD15 of is dropped and repackaged as SD15.1, SD 15.2 and SD 15.3.
								Revision-1											
								Actual Dates											
SD15.2	TV Taxpayer Awareness Building Campaign: Talk Shows	LS	1 Item	QCBS (80:20) (N'tl)	PD	GOB/WB	160.00 (4833)	Planned Dates	10-Jul-16	11-Sep-16	16-Oct-16	30-Oct-16	13--Nov-16	11-Dec-16	21-Dec-16	28-Dec-16	157	180	Do
								Revision-1											
								Actual Dates											
SD15.3	Taxpayer Awareness Building Campaign: TV Advertisements, Clippings etc	LS	1 Item	QCBS (80:20) (N'tl)	PD	GOB/WB	450.00 (4833)	Planned Dates	10-Jul-16	01-Sep-16	06-Oct-16	13-Oct-16	27-Oct-16	23-Nov-16	07-Dec-16	14-Dec-16	146	180	DO
								Revision-1											
								Actual Dates											
SD16.1	Radio Advertisements, Talks, Drama etc	LS	1 Item	QCBS (80:20) (N'tl)	PD	GOB/WB	103.00 (4833)	Planned Dates	10-Jul-16	11-Sep-16	16-Oct-16	23-Oct-16	06-Nov-16	29-Nov-16	13-Dec-16	20-Dec-16	150	180	SD16 of RDPP1 is dropped and repackaged as SD16.1 SD16.2 and SD16.3
								Revision-1											
								Actual Dates											
SD17	Advertisements in print media	LS	1 Item	QCBS (80:20) (N'tl)	PD	GOB/WB	315.00 (4833)	Planned Dates	15-Sep-16	15-Nov-16	01-Jan-17	22-Feb-16	13-Mar-17	30-Mar-17	07-Apr-17	15-Apr-17	210	600	
								Revision-1											
								Actual Dates											
SD20	Research study on Historical context and development of VAT and Supplementary duty in the region with particular reference to Bangladesh	Local: person months	01	ICS (N'tl)	PD	GOB/WB	03.00 (4874)	Planned Dates	1-Aug-15	15-mar-15						15-apr-15		75	Signed Contract
								Revision-1			-	-	-	-	-				
								Actual Dates								8-Feb-16			
SD21	Design and development of Training Contents and other documents	Local: person month	20	ICS (N'tl)	PD	GOB/WB	20.00 (4840)	Planned Dates	15-Aug-16	15-oct-16	-	-	-	-	-	15-Nov-16	90	610	
								Revision-1											
								Actual Dates											
SD22	Design and development of User manuals and procedures	Local: person . month	40	QCBS (80:20) (N'tl)	PD	GOB/WB	25.00 (4840)	Planned Dates	15-Sep-16	15-Nov-16	01-Jan-17	22-Feb-17	13-Mar-17	05-Apr-17	08-Apr-17	15-Apr-17	210	180	
								Revision-1											
								Actual Dates											
SD23	Design and development of Technical Guidelines	Local: person. months	40	QCBS (80:20) (N'tl)	PD	GOB/WB	50.00 (4840)	Planned Dates	15-Sep-16	15-Nov-16	01-Jan-17	22-Feb-17	13-Mar-17	05-Apr-17	08-Apr-17	15-Apr-17	210	180	
								Revision-1											
								Actual Dates											

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1	2	3	1	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
SD24	Design and development of office manuals	Local:person. months	35	OCBS (80:20) (N'tl)	PD	GOB/WB	15.00 (4840)	Planned Dates	15-Sep-16	15-Nov-16	01-Jan-17	22-Feb-17	13-Mar-17	05-Apr-17	08-Apr-17	15-Apr-17	210	180		
								Revision-1												
								Actual Dates												
SD25	Design and development of Industry specific guidelines	Local:person. months	45	OCBS (80:20) (N'tl)	PD	GOB/WB	60.00 (4840)	Planned Dates	15-Sep-16	15-Nov-16	01-Jan-17	22-Feb-17	13-Mar-17	05-Apr-17	08-Apr-17	15-Apr-17	210	180		
								Revision-1												
								Actual Dates												
SD26	Design and development of different Forms	person. months	20	ICS (N'tl)	PD	GOB/WB	25.00 (4840)	Planned Dates	15-Aug-16	15-oct-16	-	-	-	-	-	15-Nov-16	90	610		
								Revision-1												
								Actual Dates												
SD28	STUDY OF PDO Indicator VAT Tax.GDP Ratio/1 (annual)	Person-days	45	ICS (N'tl)	PD	GOB/WB	15.00 (4874)	Planned Dates	15-Aug-16	15-oct-16	-	-	-	-	-	15-Nov-16	90	610	(study of PDO indicator)	
								Revision-1												
								Actual Dates												
SD29	Study of Compliance with the availability of information listed the RTI Rules & Regulations (every two years)	Person-days	45	ICS (N'tl)	PD	GOB/WB	60.00 (4874)	Planned Dates	15-Aug-16	15-oct-16	-	-	-	-	-	15-Nov-16	90	610	study of compliance with RTI	
								Revision-1												
								Actual Dates												
SD30	Study of Intermediate Results Indicators: .1(bi.annual) : VAT Implementation Plan on Track/2 .2(bi.annual): New registered active VAT Taxpayers .3(annual): Value of VAT e.payments .4 (annual): Reduced VAT stop filers .5. (bi.annual):Taxpayers file on line .6. (bi.annual): VAT Large Taxpayers who pay on line .7. (annual): Average time to process and issue tax refunds .8(annual): "Hit.rate" of tax audits	LS	1 Item	ICS (N'tl)	PD	GOB/WB	12.00 (4874)	Planned Dates	15-Aug-16	15-oct-16	-	-	-	-	-	15-Nov-16	90	610		
								Revision-1												
								Actual Dates												
SD31	Intermediate Results Indicators .9 (annual): Lower costs for complying with VAT. .10 (annual): Greater transparency	Each	4	FBS (N'tl)	PD	GOB/WB	80.00 (4874)	Planned Dates	15-Sep-16	15-Nov-16	01-Jan-17	22-Feb-16	13-May-17	05-Apr-17	08-Apr-17	15-Apr-17	210	600		
								Revision-1												
								Actual Dates												

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
SD3 2	Study of Intermediate Results Indicators .11 (annual) : Greater taxpayer satisfaction with service/3 .12 (annual): Improved fiduciary management (for one	Each	1	FBS (N'tl)	PD	GOB /WB	8.00 (4874)	Planned Dates	15-Sep-16	15-Nov-16	01-Jan-17	22-Feb-16	13-May-17	05-Apr-17	08-Apr-17	15-Apr-17	210	200		
								Revision-1												
								Actual Dates												
SD3 3	Development of e-portal for educating Tax officials and Taxpayers through e-learning	Local: Person months	6	ICS (NCT)	PD/HO PE	GOB/ WB	50.00	Planned Dates	15-jan-15	05-feb-15	20-feb-15	25-feb-15	28-feb-15	07-mar-15	15-mar-15	30-apr-15	63	30-jun-15		
								Revision-1												
								Actual Dates	-	-	-	-	-	-	-	4-jan-2016	1440	4-jan-20		
SD3 4	Up gradation of the existing NB website for proactive disclosure	Local: Person months	6	ICS (NCT)	PD/HO PE	GOB/ WB	60.00	Planned Dates	15-jan-15	05-feb-15	20-feb-15	25-feb-15	28-feb-15	07-mar-15	15-mar-15	30-apr-15	63	30-jun-15		
								Revision-1												
								Actual Dates	-	-	-	-	-	-	-	4-jan-2016	1440	4-jan-20		
SD3 5	Intermediate Results Indicators .11 (annual): Improved Fiduciary Management (For one year)	Each	1	FBS (N'tl)	PD	GOB /WB	24.00	Planned Dates	15-Sep-16	15-Nov-16	01-Jan-17	22-Feb-16	13-May-17	05-Apr-17	08-Apr-17	15-Apr-17	210	930		
								Revision-1												
								Actual Dates												
SD4 0.1	Procurement Post Review (for entire period-annual)	person months	34	OCBS (80:20)	PD	GOB /WB	130.00 (4874)	Planned Dates	15-Aug-16	15-Oct-16	15-Nov-16	7-Dec-16	21-Dec-16	31-Dec-16	8-Jan-17	15-jan-17	153	340		
								Revision-1												
								Actual Dates												
SD4 1.1-SD4 1.25	Random workshop, seminars and training for business community awareness & exchange of views in	LS	1 item	DPM	PD	GOB /WB	110.00 (4842)	Planned Dates	-	continue	-	-	-	-	-	continue			Each Package not exceeding a)10 lac in case of person, b) 20 lac in case of Present contract up to December/18	
								Revision-1												
								Actual Dates												
SD4 2	Project Office Cleaning Services Y.2 to Y.5	Month	54	OTM (N'tl)	PD	GOB /WB	32.40 (4875)	Planned Dates		15-Nov-14	20-Dec-14	-	31-Dec-14	-	07-Jan-15	05-Feb-15	83			
								Revision-1												
								Actual Dates										18-Feb-15		
SD4 3	Internet Connectivity and Services	Months	30	DPM (N'tl)	PD	GOB/ WB	10.00 (4816)	Planned Dates	---	15-Nov-14	20-Dec-14	-	31-Dec-14	-	07-Jan-15	05-Feb-15	83		Present contract up to December/18	
								Revision-1												
								Actual Dates										10-Feb-15		
SD5 6.1-56.50	Procurement of Consultancy Services (SSS) (each package not exceeding a)10 lac in case of person, b) 20 lac in case of firm, under PPR 2008 R-104(17, 18)	LS	TBD	SSS	PD	GOB /WB	100.00 (4899)	Planned Dates	---	continue						continue			As and when required to fulfill project /NBR needs.	
								Revision-1												
								Actual Dates												

Note: Prepared APP for Financial Year 2016-2017 considering aspects, among others, are (i) the capacity of the local and international markets in submitting responsive Proposals for packages , (ii) the convenience of implementation of project activities, (iii) competition in procurement, (iv) Year wise financial and physical target of the Project including annual phasing of cost, (v) nature, complexity and urgency of Services (vi) assignment size, (vii) RDPP (viii) Delegation of financial Power Dated 16.08.2015, etc.