

Palli Karma-Sahayak Foundation (PKSF)
Annual Procurement Plan for FY 2025-2026
Procurement Plan for Services

Name of Department/Unit/Project: **Communication and Publication**

Name of Procuring Entity: **Mohammad Jashim Uddin, Additional Managing Director**

SL No	Package No	Description of Procurement Items	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estimated Cost in Lakh BDT	Time Code for Process	Advertise EOI	Issue RFP	Technical Proposal Opening	Technical Proposal Evaluation	Financial Proposal Opening & Evaluation	Negotiation	Approval	Signing of Contract	Total Time to Contract Signature	Time for Completion of Contract	Official Cost Estimated Cost in Lakh BDT	Final Contract Price in Lakh BDT	Names of Consultants
1	PKSF/Publication/2025-2026/SD-1	Selection of Individual Consultant for Diary and Calendar 2026 Design	Man Days	30	ICS	AMD	Own Fund	1.00000	Planned Date	10-07-2025.	10-07-2025.	24-07-2025.	29-07-2025.	29-07-2025.	31-07-2025.	05-08-2025.	10-08-2025.					
									Planned Days	0	0	14	5	0	2	5	5	31				
									Actual Date													
									Actual days													
2	PKSF/Publication/2025-2026/SD-2	Selection of Individual Consultant for Annual Report 2025 Design	Man Days	40	ICS	MD	Own Fund	2.00000	Planned Date	17-07-2025.	17-07-2025.	24-07-2025.	31-07-2025.	31-07-2025.	03-08-2025.	10-08-2025.	13-08-2025.					
									Planned Days	0	0	14	5	0	3	7	3	32				
									Actual Date													
									Actual days													
3	PKSF/Publication/2025-2026/SD-3	Selection of Firm/Agency for PKSF's New Documentary Production	Man Days	40	SSS	MD	Own Fund	20.00000	Planned Date	01-07-2025.	09-07-2025.	14-07-2025.	20-07-2025.	20-07-2025.	23-07-2025.	27-07-2025.	03-08-2025.					
									Planned Days	0	8	5	6	0	3	4	7	33				
									Actual Date													
									Actual days													
4	PKSF/Publication/2025-2026/SD-4	Selection of Individual Consultant for Audio-Visual Content Production	Man Days	40	ICS	MD	Own Fund	26.00000	Planned Date	02-07-2025.	02-07-2025.	16-07-2025.	21-07-2025.	21-07-2025.	24-07-2025.	29-07-2025.	03-08-2025.					
									Planned Days	0	0	14	5	0	3	5	5	32				
									Actual Date													
									Actual days													
5	PKSF/Publication/2025-2026/SD-5	Selection of Individual Consultant for Editorial Service (Bengali Contents)	Man Days	40	ICS	MD	Own Fund	3.00000	Planned Date	02-07-2025.	02-07-2025.	16-07-2025.	21-07-2025.	21-07-2025.	24-07-2025.	29-07-2025.	03-08-2025.					
									Planned Days	0	0	14	5	0	3	5	5	32				
									Actual Date													
									Actual days													
6	PKSF/Publication/2025-2026/SD-6	Selection of Individual Consultant for Editorial Services (English Contents)	Man Days	40	ICS	MD	Own Fund	3.00000	Planned Date	02-07-2025.	02-07-2025.	16-07-2025.	21-07-2025.	21-07-2025.	24-07-2025.	29-07-2025.	03-08-2025.					
									Planned Days	0	0	14	5	0	3	5	5	32				
									Actual Date													
									Actual days													
7	PKSF/Publication/2025-2026/SD-7	Selection of Firm/Agency for Podcast Production	Man Days	30	QCBS	MD	Own Fund	25.00000	Planned Date	01-07-2025.	10-08-2025.	07-09-2025.	07-10-2025.	19-10-2025.	26-10-2025.	02-11-2025.	30-11-2025.					
									Planned Days	0	40	28	30	12	7	7	28	152				
									Actual Date													
									Actual days													
8	PKSF/Publication/2025-2026/SD-8	Selection of Firm/Agency for News Monitoring	Man Days	30	SSS	MD	Own Fund	3.00000	Planned Date	01-07-2025.	09-07-2025.	14-07-2025.	20-07-2025.	20-07-2025.	23-07-2025.	27-07-2025.	03-08-2025.					
									Planned Days	0	8	5	6	0	3	4	7	33				
									Actual Date													
									Actual days													
9	PKSF/Publication/2025-2026/SD-9	Selection of Individual Consultant for Field Photography	Man Days	90	ICS	MD	Own Fund	8.00000	Planned Date	02-07-2025.	02-07-2025.	16-07-2025.	21-07-2025.	21-07-2025.	24-07-2025.	29-07-2025.	03-08-2025.					
									Planned Days	0	0	14	5	0	3	5	5	32				
									Actual Date													
									Actual days													
9								91.00														

০৩/০৮/২৫
মোঃ সরওয়ার মোর্শেদ
সহকারী মহাব্যবস্থাপক
সাধারণ সেবা (ক্রম)
পল্লী কর্ম-সহায়ক ফাউন্ডেশন (শিকেএসএফ)

১৬