

ANNUAL PROCUREMENT PLAN FOR THE YEAR 2020-21

(Under Rule 8 and 9 of the Public Procurement Rules, 2004)

Name of the Procuring Agency: **Secretariat Training Institute, (Establishment Division) Plot No.7, Sector H-9, Islamabad.**

1	2	3	4	5	6	7	8
Sr. No	Name of Procurement (Description)	Estimated Cost	Procurement Method**	Tentative date of Procurement Notice Publication	Tentative date of Award of contract	Tentative date of Completion	Remarks (If any)
1	Stationery items	374,000.00	Tender/ Quotations	July 2020	August-2020	30 th June- 2021	
2	Toners	374,000.00					
3	Misc. Items	514,000.00					
4	Electric Items						
5	Printing and Publication	140,000.00	Through PCPP	As per requirement	--	--	
6	Purchase of Physical Assets/Furniture & Fixture/Plant & Machinery/Computer Equipment.	1,637,000.00	Tender/ Quotations	Oct.-Nov. -2020	November- 2020	November- 2021	
7	Repair & Maintenance of Transport/Machinery & Equipment/Furniture & Fixture/Building & Structure/Computer Equipment	15,642,000.00	Tender/Quotations/ Petty Purchase	As per requirement	--	--	
8	POL for Generator	187,000.00	Direct contract with PSO	As per requirement	--	--	
9	POL charges for vehicle	327,000.00			--	--	

* The Annual Procurement Plan may be prepared on the assumption that total allocated budget will be released.

**Procurement method means Open Competitive Bidding /Petty Purchases / Quotations / Direct Contracting /Negotiated Tendering.
As prescribed under PPRA Rules, 2004.