



Training on **Procurement Management**

Venue: Palm View Restaurant, Army Golf Club, Airport Road, Dhaka - 1206

Date: 03 - 05 October 2023

Programme

DAY 1: 03 OCTOBER 2023, 9:30 AM - 5:00 PM		
Registration & Welcome Tea	9:00 a.m. - 9:30 a.m.	
Introductory Session	9:30 a.m. - 10:00 a.m.	Welcome Address and Introduction with participants Overview of IIFC's Activities
Session 1:	10:00 a.m. - 11.15 a.m.	Background of Public Procurement Public Procurement Reforms, Role & Structure of CPTU, Public Procurement Act 2006, Public Procurement Rules 2008
	11:15 a.m. - 11:30 a.m.	Networking & Tea Break
Session 2:	11:30 a.m. - 1:00 p.m.	Procurement Plan & Formation of Committees for Public Procurement APP Procedure & Approval Official Cost Estimate Committee, TOC/POC, TEC/PEC, TSC, Enlistment Committee
	1:00 p.m. - 2:00 p.m.	Lunch & Prayer Time
Session 3:	2:00 p.m. - 3:15 p.m.	Procurement Methods & Market Type Open Tendering Method (OTM), Limited Tendering Method (LTM), One Stage Two Envelope Tendering Method (OSTETM), Two-Stage Tendering Method, Request for Quotation Method (RFQ), Direct Procurement Method NCT & ICT
	3:15 p.m. - 3:30 p.m.	Networking & Tea Break
Session 4:	3:30 p.m. - 5:00 p.m.	Advertisement & Contract Approval Process Newspapers, Websites, International Advertisement Media Ministry/ Division/ Department/ Directorate; Corporation/ Autonomous Body/ Semi-Autonomous Body; Companies

DAY 2: 04 OCTOBER 2023, 9:30 AM - 5:00 PM

Session 5:	9:30 a.m. - 11:15 a.m. Standard Procurement Related Documents Structure, Issues, Where to find STDs, STDs for International Procurement PG3 - Standard Tender Document (STD) for Procurement of Goods (National) ITT, TDS
	11:15 a.m. - 11:30 a.m. Networking & Tea Break
Session 6:	11:30 a.m. - 1:00 p.m. PG3 - Standard Tender Document (STD) for Procurement of Goods (National) GCC, PCC
	1:00 p.m. - 2:00 p.m. Lunch & Prayer Time
Session 7:	2:00 p.m. - 3:30 p.m. PG3 - Standard Tender Document (STD) for Procurement of Goods (National) Technical Specifications & Schedule of Requirements
	3:30 p.m. - 3:45 p.m. Networking & Tea Break
Session 8:	3:45 p.m. - 5:00 p.m. PG3 - Standard Tender Document (STD) for Procurement of Goods (National) Tender Opening & Tender Evaluation

DAY 3: 05 OCTOBER 2023, 9:30 AM - 5:00 PM

Session 9:	9:30 a.m. - 11:15 a.m. PG3 - Standard Tender Document (STD) for Procurement of Goods (National) Contract Award Rejection of all tenders, Approval of recommendation of award, Award of contract, Right to vary quantities, Notification of award (NOA) to supplier, Accept of Performance Security, Signing of contract, Publication of NOA, Debriefing
	11:15 a.m. - 11:30 a.m. Networking & Tea Break
Session 10:	11:30 a.m. - 1:00 a.m. Complaints & Appeals Right to Complain, Complaints to Administrative Authority, Appeal to Review Panel, Registration Fee & Security Deposit, Review Panel Formation, Processing & Decision Making
	1:00 p.m. - 2:00 p.m. Lunch & Prayer Time
Session 11:	2:00 p.m. - 3:15 p.m. Contract Administration & Management Scope & Methodology; Changes & Amendments; Specifically on Works, Goods, Services; Termination & Disputes
Session 12:	3:15 p.m. - 4:15 p.m. Introduction of e-GP e-GP Registration , PE Office Creation, Government User Creation, e-GP ID Management

	4:15 p.m. - 4:30 p.m.	Networking & Tea Break
Closing Ceremony	4:30 p.m. - 5:00 p.m.	<ul style="list-style-type: none">▪ Certificate Distribution▪ Group Photo Session

Resource Persons:

- 1. Mr. Mohammed Shoheler Rahman Chowdhury**
Director General (Additional Secretary)
CPTU, IMED, Ministry of Planning
- 2. Mr. Md. Faruque Hossain**
Senior Advisor, USAID Health Systems for TB (HS4TB)
Former Secretary, Govt. of Bangladesh and
Former Executive Chairman, National Skills Development Authority (NSDA)
- 3. Mr. Masud Akhter Khan**
Director (Additional Secretary), CPTU
Ministry of Planning
- 4. Mr. Md. Shamimul Haque**
Director (Additional Secretary), CPTU
Ministry of Planning
- 5. Mr. Md. Aziz Taher Khan**
Member (Finance), (Additional Secretary)
Civil Aviation Authority of Bangladesh (CAAB)
- 6. Syed Ahmed Ali**
Procurement Consultant, World Bank
- 7. Engr. Md. Ashiful Ahsan**
Procurement Specialist
COVID-19 ERPP Project
Directorate General of Health Services (DGHS)