

ANNUAL PROCUREMENT PLAN FOR 2024-25
(under Rule 8 and 9 of the Public Procurement Rules, 2004)


Name of procuring Agency: **PAKISTAN COUNCIL FOR SCIENCE AND TECHNOLOGY, ISLAMABAD**

1	2	3	7	8	9	10	11
Sr. No	Nature of Procurement (Description)	Estimated cost*** (Rs. Million)	Procurement Method***	Tentative Date of Procurement Notice Publication	Tentative Date of Award of contract	Tentative Date of completion	Remarks (If any)
1.	Postage	1.140	Direct Services of Post Office will be used in majority cases/Petty purchase	2024-25	2024-25	30-06-2025	Need basis
2.	POIL	2.700	Direct payment to Pakistan State Oil (PSO)	2024-25	2024-25	30-06-2025	through PSO Fleet Cards
3.	Stationery/printer toners/cartridges	1.250	Open Competitive bidding /petty purchase/Quotations as per requirement and availability of funds	1 st /2 nd quarter	1 st /2 nd quarter	1 st /2 nd quarter	As per availability of funds
4.	Stationery/printer toners/cartridges	1.250	Open Competitive bidding /petty purchase/Quotations as per requirement and availability of funds	3 rd /4 th quarter	3 rd /4 th quarter	3 rd /4 th quarter	
5.	Internet Services	1.100	Direct Payment to NTC/ COMSATS Internet Services	2024-25	2024-25	30-06-2025	-
6.	Printing and Publications	0.800	Direct Payment to PCP/PASTIC/Quotations/ Petty Purchase as per requirement	2024-25	2024-25	30-06-2025	Need basis
7.	Newspapers, periodicals & Books	0.070	Direct Payment to News Agency/ Quotations/ Petty Purchase as per requirement basis	2024-25	2024-25	30-06-2025	-
8.	Uniforms and Liveries	0.050	Petty Purchase	2024-25	2024-25	30-06-2025	-
9.	Advertisement and Publicity	0.500	Through PID	2024-25	2024-25	30-06-2025	Need basis
10.	Others	0.250	Quotations/Petty Purchase	2024-25	2024-25	30-06-2025	-
11.	Purchase of Tyrese	0.080	Petty Purchase	2024-25	2024-25	30-06-2025	-
12.	Repair & Maintenance of transport	1.200	Pre-qualification of firms/vendors through open competitive bidding as per PP Rules.	2024-25	2024-25	30-06-2025	
13.	Repair & Maintenance of Machinery & Equipment	0.350	Quotations/Petty Purchase	2024-25	2024-25	30-06-2025	
14.	Repair & Maintenance of Furniture and Fixture	0.350	Quotations/Petty Purchase	2024-25	2024-25	30-06-2025	Need basis
15.	Repair & Maintenance of Office Building	0.800	Quotations/Petty Purchase	2024-25	2024-25	30-06-2025	
16.	Repair & Maintenance of IT Equipment	0.600	Quotations/Petty Purchase	2024-25	2024-25	30-06-2025	
17.	Maintenance of Garden	0.050	Petty Purchase	2024-25	2024-25	30-06-2025	

* The Annual procurement plan may be prepared on the assumption that total allocated budget of the current financial year (CFY) will be released.

** Estimated Cost* represents 'Total Cost' of the Contract where expected duration of a contract is more than one year and accordingly the total cost of the contract higher than the allocated budget for the CFY then the remaining allocation of the budget will be provided in next year(s).

*** Procurement method means Open Competitive bidding /petty purchase/Quotations/ Direct Contracting/Negotiated Tendering



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