



**Training Course
on
Public Procurement Procedure (2nd Batch)**

14–23 November 2021

Course Completion Report

National Agriculture Training Academy (NATA)

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Course Information at a Glance

Duration of the Course	: 10 days (15-24September, 2019)
Duration of each Session	: 60 minutes
Target participants	: Officers of different organizations under MoA
No. of total participants	: 34
No. of Resource Personnel	: 9
No. of Topics	: 34
No. of Session	: 45

Course Management

Course Advisor	:	Dr. A.K.M. Nazmul Haque Director General (In charge) NATA, Gazipur
Course Director		Dr. Md. Mahmud Hasan Director (Training)
Course Coordinator	:	Md. Tahazul Islam Senior Asst. Director (Cereal and Cash Crop) NATA, Gazipur
Asst. Course Coordinator	:	Md. Shahinool Islam Senior Assistant Director (Field Crop Pest) NATA, Gazipur
		Toufiqunnahar Senior Asst. Director (Food Processing) NATA, Gazipur.

List of Resource Personnel

1. Dr. Md. Moniruzzaman, MCIPS, Joint Secretary and Director (Finance), Bangladesh Bridge Authority.
2. Md. Shamimul Haque, Director (Joint Secretary), CPTU.
3. Md. Mahfuzar Rahman, Deputy Director (Deputy Secretary), CPTU.
4. Abul Kalam Azad, Deputy Director (Agril. Extension and Rural Economics), NATA Strengthening Project, NATA, Gazipur.
5. Mr. Ahsanul Hoque Chowdhury, MCIPS, Additional Deputy Director, DAE, Khamarbari, Dhaka.
6. Engr. Iqbal Bahar Faroque MCIPS, Gass Transmission Company Ltd. (GTCL).
7. Mohammad Rabioul Hasan MCIPS, Deputy Director Admin. & Accounts, PGCB.
8. Md. Rafiqul Islam Chartered MCIPS, PMP, Population Communication Officer, Directorate General of Family Planning.
9. Md. Tahazul Islam, Senior Assistant Director, NATA, Gazipur.

List of the Participants

Sl. No.	Name & Designation	Workplace
1	DR. MD. MUZAHID-E-RAHMAN Senior Scientific Officer	RARS, Bangladesh Agricultural Research Institute (BARI), Burirhat, Rangpur
2	DR. MD. AYUB HOSSAIN KHAN Scientific Officer	RARS, Bangladesh Agricultural Research Institute (BARI), Cumilla
3	A.K.M. OBAIDULLAH Executive Engineer	Barind Multipurpose Development Authority (BMDA), Rajshahi
4	MD. MUSTAFIJUR RAHMAN Executive Engineer	Barind Multipurpose Development Authority (BMDA), Thakurgaon
5	DR. MD. JAMAL UDDIN Senior Scientific Officer	Bangladesh Sugarcrop Research Institute (BSRI), Sub-Station, Chuadanga
6	DR. SNIGDHA ROY Chief Scientific Officer	Bangladesh Institute of Nuclear Agriculture (BINA), Mymensingh
7	DR. MUHAMMAD MAHMUDUL HASAN Senior Scientific Officer	Bangladesh Institute of Nuclear Agriculture (BINA), Mymensingh
8	MD. ASADULLA AL GALIB Scientific Officer	Bangladesh Rice Research Institute (BRRI), Regional Station, Bhanga, Faridpur
9	AFTAB UDDIN MAHMUD Additional Deputy Director (PP)	Department of Agricultural Extension (DAE), Manikganj
10	UTTAM KUMAR KABIRAJ Additional Deputy Director (Horticulture)	Department of Agricultural Extension (DAE), Rajshahi
11	FARHANA NAZMIN Additional Agriculture Officer	Department of Agricultural Extension (DAE), Naogaon Sadar, Naogaon
12	ESRATUNNESA EASHA Agriculture Extension Officer	Department of Agricultural Extension (DAE), Pirojpur Sadar, Pirojpur
13	TUSHAR SAHA Agriculture Extension Officer	Department of Agricultural Extension (DAE), Gopalpur, Tangail
14	DIPOK KUMAR SAHA Agriculture Extension Officer	Department of Agricultural Extension (DAE), Meherpur Sadar, Meherpur
15	FOYSAL AHMED Agriculture Extension Officer	Department of Agricultural Extension (DAE), Kazipur, Sirajganj
16	ARAFAT SULTANA FERDOUSI Agriculture Extension Officer	Department of Agricultural Extension (DAE), Akkelpur, Joypurhat
17	SHAHRIYAR AHMED Agriculture Extension Officer	Department of Agricultural Extension (DAE), Sujanagar, Pabna
18	MD. NAHID HASAN Agriculture Extension Officer	Department of Agricultural Extension (DAE), Dashmina, Patuakhali
19	MD. SAHENUZZAMAN Agriculture Extension Officer	Department of Agricultural Extension (DAE), Shalikhha, Magura

Sl. No.	Name & Designation	Workplace
20	SANJIDA BINTA SALAM Agriculture Extension Officer	Department of Agricultural Extension (DAE), Lama, Bandarban
21	MD. NAYEEM HOSSAIN Agriculture Extension Officer	Department of Agricultural Extension (DAE), Dighinala, Khagrachari
22	TANBIN HASAN SHUVO Agriculture Extension Officer	Department of Agricultural Extension (DAE), Bhedarganj, Shariatpur
23	JOY SEN SUVRA Agriculture Extension Officer	Department of Agricultural Extension (DAE), Saltha, Faridpur
24	S.M. ALAMGIR SHAFIULLAH Agriculture Extension Officer	Department of Agricultural Extension (DAE), Alamdanga, Chuadanga
25	MD. JAHIDUL ISLAM Assistant Director	Department of Agricultural Marketing (DAM), Khamarbari, Dhaka
26	KISHOR KUMAR SAHA Assistant Director (Training)	Department of Agricultural Marketing (DAM), Khamarbari, Dhaka
27	SALMA AKTAR Senior Scientific Officer	Soil Resource Development Institute (SRDI), Regional Laboratory, Mymensingh
28	MIR ENAMUL HAQUE Deputy Manager(SPP)	Bangladesh Agricultural Development Corporation (BADC), Dhaka
29	SAIFUL KABIR CHOWDHURY Assistant Controller(Audit)	Bangladesh Agricultural Development Corporation (BADC), Dhaka
30	MUSHABBIR HOSSAIN Seed Certification Officer	Seed Certification Agency (SCA), Jashore
31	SANJIB MRIDHA District Seed Certification Officer	Seed Certification Agency (SCA), Barishal
32	RANJIT KUMAR BHOWMIC Senior Scientific Officer	Cotton Development Board (CDB), Khamarbari, Dhaka
33	S.M MAHRUF HOSSAIN Senior Scientific Officer	Bangladesh Jute Research Institute (BJRI), Dhaka
34	MOHAMMAD SHAMSUR RAHMAN KHAN Deputy Director	Horticulture Centre, Mouchak, Gazipur

Pre & Post Evaluation of Participants

Sl. No.	Name & Designation in English Capital Letter	Workplace in English Capital Letter	Obtained Marks on	
			Pre-Test	Post-Test
1	DR. MD. MUZAHID-E-RAHMAN Senior Scientific Officer	RARS, Bangladesh Agricultural Research Institute (BARI), Burirhat, Rangpur	10	35
2	DR. MD. AYUB HOSSAIN KHAN Scientific Officer	RARS, Bangladesh Agricultural Research Institute (BARI), Cumilla	21	28
3	A.K.M. OBADULLAH Executive Engineer	Barind Multipurpose Development Authority (BMDA), Rajshahi	27	27
4	MD. MUSTAFIJUR RAHMAN Executive Engineer	Barind Multipurpose Development Authority (BMDA), Thakurgaon	24	27
5	DR. MD. JAMAL UDDIN Senior Scientific Officer	Bangladesh Sugarcrop Research Institute (BSRI), Sub-Station, Chuadanga	21	33
6	DR. SNIGDHA ROY Chief Scientific Officer	Bangladesh Institute of Nuclear Agriculture (BINA), Mymensingh	10	29
7	DR. MUHAMMAD MAHMUDUL HASAN Senior Scientific Officer	Bangladesh Institute of Nuclear Agriculture (BINA), Mymensingh	20	32
8	MD. ASADULLA AL GALIB Scientific Officer	Bangladesh Rice Research Institute (BRRI), Regional Station, Bhanga, Faridpur	18	27
9	AFTAB UDDIN MAHMUD Additional Deputy Director (PP)	Department of Agricultural Extension (DAE), Manikganj	7	31
10	UTTAM KUMAR KABIRAJ Additional Deputy Director (Horticulture)	Department of Agricultural Extension (DAE), Rajshahi	9	35
11	FARHANA NAZNIN Additional Agriculture Officer	Department of Agricultural Extension (DAE), Naogaon Sadar, Naogaon	A	A
12	ESRATUNNESA EASHA Agriculture Extension Officer	Department of Agricultural Extension (DAE), Pirojpur Sadar, Pirojpur	26	30
13	TUSHAR SAHA Agriculture Extension Officer	Department of Agricultural Extension (DAE), Gopalpur, Tangail	14	30
14	DIPOK KUMAR SAHA Agriculture Extension Officer	Department of Agricultural Extension (DAE), Meherpur Sadar, Meherpur	14	30
15	FOYSAL AHMED Agriculture Extension Officer	Department of Agricultural Extension (DAE), Kazipur, Sirajganj	12	29
16	ARAFAT SULTANA FERDOUSI Agriculture Extension Officer	Department of Agricultural Extension (DAE), Akkelpur, Joypurhat	1	30
17	SHAHRIYAR AHMED Agriculture Extension Officer	Department of Agricultural Extension (DAE), Sujanagar, Pabna	9	29
18	MD. NAHID HASAN Agriculture Extension Officer	Department of Agricultural Extension (DAE), Dashmina, Patuakhali	2	31

Sl. No.	Name & Designation in English Capital Letter	Workplace in English Capital Letter	Obtained Marks on	
			Pre-Test	Post-Test
19	MD. SAHENUZZAMAN Agriculture Extension Officer	Department of Agricultural Extension (DAE), Shalikka, Magura	7	34
20	SANJIDA BINTA SALAM Agriculture Extension Officer	Department of Agricultural Extension (DAE), Lama, Bandarban	5	30
21	MD. NAYEEM HOSSAIN Agriculture Extension Officer	Department of Agricultural Extension (DAE), Dighinala, Khagrachari	A	31
22	TANBIN HASAN SHUVO Agriculture Extension Officer	Department of Agricultural Extension (DAE), Bhedarganj, Shariatpur	9	33
23	JOY SEN SUVRA Agriculture Extension Officer	Department of Agricultural Extension (DAE), Saltha, Faridpur	4	17
24	S.M. ALAMGIR SHAFIULLAH Agriculture Extension Officer	Department of Agricultural Extension (DAE), Alamdanga, Chuadanga	20	22
25	MD. JAHIDUL ISLAM Assistant Director	Department of Agricultural Marketing (DAM), Khamarbari, Dhaka	7	31
26	KISHOR KUMAR SAHA Assistant Director (Training)	Department of Agricultural Marketing (DAM), Khamarbari, Dhaka	9	31
27	SALMA AKTAR Senior Scientific Officer	Soil Resource Development Institute (SRDI), Regional Laboratory, Mymensingh	30	31
28	MIR ENAMUL HAQUE Deputy Manager(SPP)	Bangladesh Agricultural Development Corporation (BADC), Dhaka	18	31
29	SAIFUL KABIR CHOWDHURY Assistant Controller(Audit)	Bangladesh Agricultural Development Corporation (BADC), Dhaka	9	31
30	MUSHABBIR HOSSAIN Seed Certification Officer	Seed Certification Agency (SCA), Jashore	22	28
31	SANJIB MRIDHA District Seed Certification Officer	Seed Certification Agency (SCA), Barishal	A	31
32	RANJIT KUMAR BHOWMIC Senior Scientific Officer	Cotton Development Board (CDB), Khamarbari, Dhaka	11	30
33	S.M MAHRUF HOSSAIN Senior Scientific Officer	Bangladesh Jute Research Institute (BJRI), Dhaka	17	29
34	Mohammad Shamsur Rahman Khan Deputy Director	Horticulture Center, Mouchak, Gazipur	17	33

Speaker Evaluation by the Trainees

Date: 15.11.2021

Sl.No. of the Trainees	Ahsanul Haque Chowdhury				
	Public Procurement System, Value for Money, Key Principles of PPA 2006	Key Features of PPR 2008, Overall Compliance Framework, Provisions of PPR 2008	Steps in Procurement Cycle, Risk Factors, Examples, Cases and Procurement Ethics	Procurement and Contract Strategy, Procurement Methods, Role and Responsibilities of PE Choosing Procurement Methods(Lots, Packages, No Split, National Procurement)	Procurement Process in Different Methods, Including Prequalification Process
1	5.8	5.6	5.6	4.4	4.4
2	5.0	5.0	4.8	5.2	5.4
3	6.0	6.0	5.0	5.0	5.0
4	6.0	6.0	6.0	4.0	5.0
5	6.0	5.8	5.0	5.6	5.6
6	6.0	6.0	6.0	6.0	6.0
7	6.0	5.8	5.8	6.0	6.0
8	5.0	5.0	6.0	5.6	5.4
9	5.6	5.6	6.0	5.8	5.8
10	6.0	6.0	5.8	5.6	5.8
11	6.0	6.0	4.4	4.6	5.6
12	5.0	4.8	6.0	6.0	4.8
13	6.0	5.8	5.0	6.0	4.8
14	4.8	4.6	4.2	4.8	6.0
15	5.8	6.0	5.6	6.0	5.0
16	4.6	4.4	6.0	6.0	6.0
17	6.0	6.0	6.0	5.8	6.0
18	5.0	5.0	5.6	6.0	5.2
19	4.8	4.2	5.0	5.8	5.8
20	5.6	5.6	5.6	5.0	5.8
21	6.0	6.0	5.8	5.6	5.0
22	6.0	6.0	6.0	6.0	5.6
23	5.6	5.6	4.8	6.0	5.8
24	5.6	5.8	6.0	4.8	6.0
25	5.6	5.6	4.6	6.0	4.6
26	4.8	4.8	6.0	4.6	5.8
27	4.6	4.4	4.3	5.8	4.6
28	4.0	4.0	4.2	5.0	5.8
29	4.2	4.3	4.6	5.1	5.0
30	4.1	4.1	4.0	5.2	4.0
Ave.	5.38	5.33	5.32	5.44	5.39

Date: 15.11.2021

Sl. No. of the Trainees	Md.Tahazul Islam, Sr. Asst. Director, NATA, Gazipur.				
	Procurement Related Documents (STD, SRFP, SPD etc.)Public Procurement Committees, Advertisement, Framework Contracts, Complaints and Appeals	Procurement Related Documents (STD, SRFP, SPD etc.)Public Procurement Committees, Advertisement, Framework Contracts, Complaints and Appeals	Procurement Planning, Scheduling, Annual Plan and Updating Publication	Procurement Planning, Scheduling, Annual Plan and Updating Publication(Contd.)	Group Work and Group Presentation of APP
1	5.8	6.0	5.8	6.0	6.0
2	4.8	4.8	4.4	4.4	5.0
3	6.0	5.8	5.6	5.8	6.0
4	6.0	6.0	6.0	5.6	6.0
5	6.0	6.0	6.0	5.8	6.0
6	6.0	6.0	6.0	6.0	6.0
7	6.0	6.0	6.0	6.0	6.0
8	5.0	5.0	5.0	5.0	5.0
9	4.6	4.6	4.2	4.2	4.8
10	5.0	5.0	5.0	5.0	5.0
11	5.2	6.0	6.0	6.0	5.6
12	6.0	6.0	6.0	6.0	6.0
13	6.0	6.0	5.8	5.8	6.0
14	4.6	5.0	4.4	5.0	5.6
15	5.0	5.0	5.0	5.0	5.0
16	6.0	6.0	6.0	6.0	6.0
17	5.2	5.0	5.2	5.2	4.8
18	6.0	5.4	5.8	5.8	6.0
19	5.0	5.0	5.0	5.0	5.0
20	5.6	5.4	5.6	5.6	5.4
21	5.4	5.0	5.4	5.2	5.0
22	4.8	5.2	5.0	5.2	5.2
23	4.8	5.8	5.4	5.4	5.8
24	6.0	6.0	6.0	6.0	6.0
25	6.0	6.0	6.0	6.0	6.0
26	6.0	5.8	6.0	5.8	5.8
27	6.0	6.0	5.8	5.8	6.0
28	5.8	5.8	5.8	5.8	5.8
29	6.0	6.0	6.0	6.0	6.0
30	6.0	6.0	5.0	6.0	6.0
31	6.0	6.0	6.0	6.0	6.0
32	5.6	6.0	5.8	5.8	6.0
33	5.6	6.0	6.0	5.8	6.0
Ave.	5.57	5.62	5.55	5.58	5.66

Date: 16.11.2021

Sl.No. of the Trainees	Md. Mahfuzar Rahman, Deputy Director(Deputy Secretary), CPTU				
	Goods Procurement Process for National Competitive Tendering(NCT)-PG3	Goods Procurement Process for National Competitive Tendering (NCT)-PG3 Contd.	Preparation of Tender Data Sheet (TDS) and Technical Specification	Exercise and Group Presentation TDS Specifications and Schedule of Requirements	Introducing Tender Forms for Goods.Exercise and Group Presentation on Tender Forms
1	6.0	6.0	5.0	5.0	6.0
2	5.0	5.0	5.8	6.0	5.0
3	6.0	6.0	6.0	6.0	6.0
4	5.4	5.4	6.0	5.8	5.0
5	6.0	6.0	5.8	5.6	6.0
6	5.0	5.0	6.0	6.0	5.0
7	5.6	5.6	4.6	6.0	5.6
8	6.0	6.0	6.0	5.8	6.0
9	5.0	5.8	5.0	5.0	5.0
10	6.0	5.0	5.0	6.0	5.0
11	5.8	6.0	6.0	6.0	5.6
12	6.0	6.0	6.0	6.0	6.0
13	5.6	5.0	6.0	6.0	5.6
14	6.0	6.0	5.6	5.6	6.0
15	5.0	6.0	5.0	6.0	5.0
16	5.8	5.0	5.8	5.0	6.0
17	6.0	6.0	6.0	6.0	6.0
18	6.0	4.4	6.0	4.8	6.0
19	5.6	6.0	5.6	6.0	5.8
20	6.0	5.0	6.0	5.0	6.0
21	3.0	5.0	5.4	5.0	3.0
22	6.0	6.0	6.0	6.0	6.0
23	5.0	5.0	5.0	5.0	5.0
24	6.0	6.0	5.0	5.0	6.0
25	6.0	6.0	6.0	5.8	6.0
26	6.0	6.0	5.8	6.0	6.0
27	6.0	5.6	6.0	5.6	6.0
28	5.6	6.0	5.6	6.0	5.6
29	5.0	4.8	5.0	6.0	5.6
30	5.2	5.2	6.0	5.0	5.8
Ave.	5.59	5.56	5.63	5.63	5.59

Date: 17.11.2021

Sl.No. of the Trainees	Mohammad Rabioul Hasan, MCIPS, Manager, PGCB				
	International Goods Procurement, INCOTERMs and Domestic Preference Discussion and Practice	General Condition of Contract(GCC) and Particular Condition of Contract(PCC)	Exercise on PCC and Presentation	Contract performance and Group Exercise and Presentation on PCC and Contract forms	Goods Quotation Docement-PG1,Quotation Process
1	5.6	6.0	6.0	6.0	6.0
2	5.2	5.2	5.2	5.2	5.2
3	6.0	6.0	6.0	6.0	6.0
4	5.0	5.0	5.0	4.0	5.0
5	5.0	5.0	5.2	5.2	5.2
6	5.6	5.6	5.6	5.6	5.6
7	4.0	4.0	4.0	4.0	4.0
8	6.0	6.0	5.6	5.6	5.8
9	5.2	5.2	5.0	5.0	5.0
10	4.6	5.0	4.0	4.0	5.0
11	3.4	3.0	3.4	2.2	1.8
12	5.4	5.4	5.4	5.4	5.4
13	5.0	5.0	5.0	5.0	5.0
14	6.0	6.0	6.0	5.8	6.0
15	5.8	5.8	5.8	5.8	5.8
16	6.0	6.0	6.0	6.0	6.0
17	5.8	5.8	5.8	6.0	5.8
18	6.0	6.0	6.0	6.0	6.0
19	2.4	2.4	2.2	1.8	2.4
20	5.6	5.8	5.8	5.6	5.8
21	5.6	5.4	5.2	5.2	5.2
22	5.0	6.0	6.0	5.4	6.0
23	4.8	4.8	4.8	4.8	4.8
24	5.6	5.6	5.6	5.6	5.6
25	4.8	4.8	4.8	4.8	4.8
26	5.0	5.0	5.0	5.0	5.0
27	5.8	6.0	6.0	6.0	6.0
28	5.8	5.3	5.6	5.6	5.6
29	6.0	6.0	6.0	6.0	6.0
30	6.0	6.0	5.6	5.6	6.0
Ave.	5.27	5.30	5.25	5.14	5.26

Date: 18.11.2021

Sl.No. of the Trainees	Md.Shamimul Haque, Director (Joint Secretary), CPTU				
	Methods for Procurement of Intellectual and Professional Services	Expression of Interest(EOI),Preparation of TOR	Exercise on Review /Evaluation of EOI and Preparation of Short List	Group Presentation on Review/Evaluation EOI and Preparation of Short list	Group Presentation on Review/Evaluation EOI and Preparation of Short list (Contd.)
1	6.0	5.2	5.2	5.2	6.0
2	6.0	6.0	6.0	6.0	6.0
3	6.0	6.0	5.2	6.0	6.0
4	5.6	5.6	6.0	5.8	5.2
5	6.0	6.0	5.0	6.0	6.0
6	6.0	6.0	6.0	6.0	5.0
7	5.4	5.4	5.8	5.4	6.0
8	5.4	5.8	6.0	5.6	6.0
9	5.8	5.8	6.0	5.0	6.0
10	5.0	5.0	6.0	5.0	5.8
11	6.0	6.0	6.0	6.0	6.0
12	6.0	6.0	6.0	6.0	6.0
13	6.0	6.0	6.0	6.0	6.0
14	6.0	6.0	5.0	6.0	6.0
15	6.0	6.0	6.0	6.0	6.0
16	6.0	6.0	6.0	6.0	6.0
17	6.0	6.0	6.0	6.0	5.0
18	5.6	5.2	6.0	5.8	5.2
19	6.0	6.0	6.0	5.0	6.0
20	5.2	5.2	5.4	6.0	6.0
21	6.0	6.0	5.6	6.0	5.8
22	5.0	6.0	5.0	6.0	6.0
23	6.0	6.0	5.0	6.0	6.0
24	6.0	6.0	6.0	6.0	5.4
25	6.0	6.0	6.0	6.0	5.6
26	6.0	6.0	6.0	6.0	6.0
27	6.0	6.0	6.0	5.6	5.0
28	6.0	6.0	6.0	6.0	6.0
29	6.0	6.0	6.0	5.2	6.0
30	6.0	6.0	6.0	6.0	6.0
31	5.0	5.0	55.0	6.0	6.0
Ave.	5.81	5.81	7.36	5.79	5.81

Date: 20.11.2021

Sl.No. of the Trainees	Dr. Md. Moniruzzaman MCIPS, Additional Secretary, Bridges Division				
	Request for Proposal PS7	Request for Proposal PS7 Contd.	Proposal Data Sheet	Exercise on PDS	Presentation on PDS
1	5.0	5.0	5.2	5.1	5.4
2	5.0	6.0	5.0	5.4	5.3
3	5.6	5.5	5.2	4.2	5.6
4	5.0	5.6	5.8	5.6	5.8
5	4.6	4.6	5.4	5.4	5.4
6	5.4	5.4	6.0	4.8	5.0
7	6.0	6.0	6.0	6.0	6.0
8	5.6	5.6	5.8	5.6	5.6
9	5.0	6.0	5.4	5.4	6.0
10	5.4	5.4	5.4	5.4	5.4
11	5.0	5.0	5.0	5.0	5.0
12	3.4	2.0	3.4	5.2	5.0
13	5.0	5.0	5.0	5.0	5.0
14	5.0	5.0	5.0	5.0	5.0
15	5.2	5.4	5.2	5.2	5.2
16	6.0	6.0	6.0	6.0	6.0
17	4.4	5.2	5.0	5.0	4.8
18	5.8	5.8	6.0	6.0	6.0
19	5.0	5.0	5.0	5.0	5.0
20	5.4	5.0	5.0	5.0	5.0
21	6.0	6.0	5.4	5.4	5.4
22	6.0	6.0	6.0	6.0	6.0
23	6.0	6.0	6.0	6.0	6.0
24	5.8	5.6	5.6	5.8	5.6
25	5.4	5.4	5.4	5.4	5.4
26	5.2	5.4	5.0	5.2	5.2
27	5.4	5.4	5.6	5.8	5.8
28	6.0	6.0	6.0	6.0	6.0
29	6.0	6.0	6.0	6.0	6.0
30	6.0	6.0	6.0	5.8	5.8
31	6.0	6.0	6.0	6.0	6.0
Ave.	5.05	5.07	5.12	5.10	5.16

Date: 21.11.2021

Sl.No. of the Trainees	Engr. Iqbal Bahar Faroque MCIPS, Manager, (Pipeline), Gass Transmission Company Ltd. (GTCL)				
	Evaluation of Proposals: Technical, Financial and Combined Evaluation	Group Exercise on Evaluation of Proposal Under QCBS Method	Group Presentation on Evaluation of Proposal Under QCBS	Negotiation, Approval, Signing and Completion of the Process, Key terms and Issues in Contract Management and Dispute Resolution	General Condition of Contract & Particular Conditions of Contract
1	5.0	5.0	5.0	4.4	5.2
2	5.4	5.6	5.4	5.0	5.0
3	5.0	5.0	5.0	6.0	5.1
4	5.0	5.6	5.0	5.6	5.4
5	6.0	5.0	6.0	5.0	5.0
6	5.6	5.0	5.2	4.0	5.6
7	5.6	6.0	6.0	5.0	4.6
8	4.0	5.4	4.0	5.0	5.0
9	4.4	6.0	4.8	5.6	6.0
10	5.0	4.0	5.0	5.2	5.4
11	5.8	5.0	5.8	4.0	5.0
12	5.0	5.0	5.2	1.8	4.0
13	3.8	5.8	3.8	5.8	5.0
14	1.4	5.0	1.6	5.0	5.0
15	5.8	4.0	5.8	5.0	5.8
16	5.0	1.0	5.0	5.8	5.0
17	5.0	5.8	5.0	5.4	4.0
18	5.8	5.0	5.8	5.4	1.2
19	5.4	5.0	5.4	5.0	5.8
20	5.8	5.8	5.4	5.0	5.0
21	5.4	5.4	5.8	5.0	5.0
22	4.6	5.6	5.0	4.2	5.8
23	5.4	5.6	5.2	5.0	5.4
24	4.0	4.6	4.2	6.0	5.4
25	5.0	5.2	5.0	5.0	5.2
26	6.0	4.4	6.0	6.0	4.8
27	5.0	4.0	5.0	6.0	5.0
28	6.0	6.0	6.0	6.0	5.0
29	5.0	5.0	6.0	5.0	5.2
30	6.0	6.0	6.0	6.0	5.1
31	5.0	5.0	5.0	4.6	5.0
Ave.	5.07	5.06	5.14	5.09	5.00

Date: 22.11.2021

Sl.No. of the Trainees	Md. Rafiqul Islam Chartered MCIPS, PMP, Population Communication Officer, Directorate General of Family Planning.				
	Tender Opening and Evaluation, Preliminary, Technical, Financial Evaluation and Post Qualification	Tender Opening and Evaluation, Preliminary, Technical, Financial Evaluation and Post Qualification Contd.	Exercise and Group Presentation on Evaluation of Tenders	Exercise and Group Presentation on Evaluation of Tenders	Contract Award: Approval, Award, Signing Contract, Debriefing
1	5.2	5.3	5.0	5.1	5.4
2	5.2	5.8	5.8	5.0	5.6
3	5.0	5.0	5.0	5.0	5.0
4	5.2	5.4	5.1	5.2	5.0
5	5.4	5.4	5.4	5.6	5.6
6	5.8	5.8	5.2	5.0	5.0
7	5.0	5.0	5.4	5.0	5.0
8	5.8	5.8	5.8	5.8	5.0
9	5.4	5.4	5.4	5.4	5.8
10	5.6	5.8	5.8	5.0	5.8
11	5.4	5.6	5.4	5.8	5.8
12	5.8	5.8	5.8	5.8	5.8
13	5.4	5.6	5.6	5.4	5.4
14	5.0	5.0	5.0	5.0	5.0
15	5.1	5.6	5.8	5.1	5.0
16	5.0	5.0	5.0	5.0	5.0
17	5.8	5.8	5.6	5.6	5.6
18	5.8	5.2	5.4	5.2	5.0
19	5.4	5.4	5.6	5.8	5.4
20	5.0	5.0	5.0	5.0	5.0
21	5.4	6.0	5.0	5.2	5.0
22	5.0	5.0	5.0	5.0	5.0
23	5.8	5.8	5.6	5.6	5.4
24	5.0	5.0	5.0	5.0	5.0
25	5.2	5.0	5.0	5.0	5.0
26	5.0	5.4	6.0	5.0	5.0
27	5.2	5.2	5.2	5.0	5.2
28	5.0	5.0	5.1	5.4	5.2
29	5.2	5.0	5.0	5.2	5.4
30	5.4	5.2	5.2	5.6	5.0
Ave.	5.32	5.38	5.34	5.26	5.25

Date: 23.11.2021

Sl.No. of the Trainees	Abul Kalam Azad, Deputy Director, NATA				
	Orientation and Tendering Process in e-GP: system	Orientation and Tendering Process in e-GP: system	Delegation of Financial Power (Rev. & Dev.)	Delegation of Financial Power (Rev. & Dev.)	
1	5.00	5.00	5.00	5.00	
2	5.00	5.00	5.00	5.00	
3	5.00	5.00	5.00	5.00	
4	6.00	5.60	5.80	5.80	
5	5.40	5.40	5.40	5.40	
6	6.00	6.00	6.00	6.00	
7	6.00	6.00	6.00	6.00	
8	6.00	6.00	6.00	6.00	
9	6.00	6.00	6.00	6.00	
10	6.00	6.00	6.00	6.00	
11	6.00	6.00	6.00	6.00	
12	5.40	5.40	5.40	5.40	
13	6.00	6.00	6.00	6.00	
14	6.00	6.00	6.00	6.00	
15	6.00	6.00	6.00	6.00	
16	5.00	5.00	5.00	5.00	
17	5.00	5.00	5.00	6.00	
18	6.00	6.00	6.00	6.00	
19	5.00	5.00	5.00	5.00	
20	5.20	5.20	5.20	5.20	
21	6.00	6.00	6.00	6.00	
22	6.00	6.00	6.00	6.00	
23	5.80	5.80	5.40	5.40	
24	6.00	6.00	6.00	6.00	
25	5.00	4.40	4.00	4.20	
26	6.00	6.00	6.00	6.00	
27	6.00	6.00	6.00	6.00	
28	5.80	5.80	5.80	5.80	
29	5.80	5.80	5.60	5.60	
30	5.00	5.10	5.20	5.40	
31	4.20	4.20	4.40	4.40	
Ave.	5.60	5.57	5.55	5.60	

Training Course Evaluation by the Trainees

The topics they liked:

1. Procurement and Contract Strategy, Procurement Methods, Roles and Responsibilities of PE Choosing Procurement Methods.
2. Procurement Process in Different Methods.
3. Procurement Related Documents (STD, SRFP, SPD etc.).
4. Delegation of Financial Power (Rev. and Dev.), Approval Procedure.
5. Public Procurement Committees, Advertisement, Framework Contracts, Complaints and Appeals.
6. Introduction to e-GP: Guidelines, Web Portal, Registration, e-Tendering.
7. Goods Procurement Process for National Competitive Tendering (NCT)-PG3.
8. Preparation of Tender Data Sheet (TDS) and Technical Specifications theory and practical.
9. Methods for Procurement of Intellectual and Professional Services.
10. Expression of Interest (EOI), Preparation of TOR.
11. Exercise on Review /Evaluation of EOI and Preparation of Short List.
12. Evaluation of Proposals: Technical, Financial, Combined Evaluation.
13. Goods Quotation Document-PG1,Quotation Process
14. Tender Opening and Evaluation, Preliminary, Technical, Financial Evaluation and Post Qualification.

The topics need to be added:

15. More session on e-GP.
16. More session on RFQ.
17. More group exercise.

The topics need to be deleted

18. N/A

The issues they liked

19. Speakers selection
20. Time Management and punctuality
21. Hands on training
22. Housing and dining facilities were satisfactory
23. Participation of participants
24. Complain and Appeal
25. Practical Sessions

The issues they disliked

26. Participants selection (should be same level)
27. Less time for practical topics
28. Low allowance
29. Course duration is very short.

Best Training Methods choose by the participants:

30. Group exercise and Presentation

Provided Service Quality:

31. Neat and cleanliness facilities-90%
32. Library facilities – 90%
33. Audiovisual facilities – 98%
34. Training facilities – 95%

Recommendations for the improvement of the course

35. More time for practical sessions.
36. Course duration should be extended up to 15 days.
37. More Group exercise
38. Practical exposure to field visit
39. Training allowances should be more.
40. Case studies in procurement.
41. Addition of dressing table/looking glass in the dormitory.
42. Removal of densely planted tree to facilitate aeration do discourage mosquito breeding environment.
43. Renovation of old dormitory.

Course Schedule

Date	Time	Particulars	Speaker	
Day-1 Sunday 14.11.2021	09.20-09.40	Registration	Lucky	
	09.40-10.10	Pretest	CC/ACC	
	10.10-10.30	Inauguration	Faculties	
	10.30-11.30	Public Procurement System, Value for Money, Key Principles of PPA 2006	Ahsanul Haque Chowdhury MCIPS Additional Deputy Director DAE, Khamarbari.	
	11.30-11.55	Tea Break		
	11.55-12.55	Key Features of PPR 2008, Overall Compliance Framework, Provisions of PPR 2008		
	01.00-02.00	Steps in Procurement Cycle, Risk Factors, Examples, Cases and Procurement Ethics		
	02.00-03.00	Prayer and Lunch		
	03.00-04.00	Procurement and Contract Strategy, Procurement Methods, Role and Responsibilities of PE Choosing Procurement Methods (Lots, Packages, No Split, National Procurement)		
	04.00-05.00	Procurement Process in Different Methods, Including Prequalification Process		
Day-2 Monday 15.11.2021	09.00-09.30	Recap.		ACC
	09.30-10.30	Procurement Related Documents (STD, SRFP, SPD etc.), Public Procurement Committees, Advertisement, Complaints and Appeals		Md. Tahazul Islam Sr. Asst. Director NATA, Gazipur
	10.35-11.35	Procurement Related Documents (STD, SRFP, SPD etc.), Public Procurement Committees, Advertisement, Complaints and Appeals (Contd.)		
	11.35-12.00	Tea Break		
	12.00-01.00	Procurement Planning, Scheduling, Annual Plan and Updating Publication	Do	
	01.00-02.00	Procurement Planning, Scheduling, Annual Plan and Updating Publication(Contd.)		
	02.00-03.15	Prayer and Lunch		
	03.15-04.00	Group Work and Group Presentation of APP	Do	
Day-3 Tuesday 16.11.2021	09.00-09.30	Recap.	ACC	
	09.30-10.30	Goods Procurement Process for National Competitive Tendering(NCT)-PG3	Md. Mahfuzar Rahman, MCIPS Deputy Secretary & Deputy Director CPTU.	
	10.35-11.35	Goods Procurement Process for National Competitive Tendering(NCT)-PG3 Contd.		
	11.35-12.00	Tea Break		
	12.00-01.00	Preparation of Tender Data Sheet (TDS) and Technical Specifications		
	01.00-02.00	Exercise and Group Presentation TDS Specifications and Schedule of Requirements		

Date	Time	Particulars	Speaker
	02.00-03.15	Prayer and Lunch	
	03.15-05.00	Introducing Tender Forms for Goods. Exercise and Group Presentation on Tender Forms	
Day-4 Wednesday 17.11.2021	09.00-09.30	Recap.	ACC
	09.30-10.30	International Goods Procurement, INCOTERMS and Domestic Preference Discussion and Practice	Mohammad Rabioul Hasan MCIPS Deputy Director (Admin. & Accounts), PGCB
	10.35-11.35	General Condition of Contract(GCC) and Particular Condition of Contract(PCC)	
	11.35-12.00	Tea Break	
	12.00-01.00	Exercise on PCC and Presentation	
	01.00-02.00	Contract performance and Group Exercise and Presentation on PCC and Contract forms	
	02.00-03.15	Prayer and Lunch	
	03.15-05.00	Goods Quotation Docement-PG1, Qutation Process	
Day-5 Thursday 18.11.2021	09.00-09.30	Recap.	ACC
	09.30-10.30	Methods for Procurement of Intellectual and Professional Services	Md. Shamimul Haque Director (Joint Secretary) CPTU
	10.35-11.35	Expression of Interest(EOI), Preparation of TOR	
	11.35-12.00	Tea Break	
	12.00-01.00	Exercise on Review /Evaluation of EOI and Preparation of Short List	
	01.00-02.00	Exercise on Review /Evaluation of EOI and Preparation of Short List (Contd.)	
	02.00-03.15	Prayer and Lunch	
	03.15-05.00	Group Presentation on Review/Evaluation EOI and Preparation of Short list	
Day-7 Saturday 20.11.2021	09.00-09.30	Recap.	ACC
	09.30-10.30	Request for Proposal PS7	Dr. Md. Moniruzzaman MCIPS Additional Secretary Bridges Division
	10.35-11.35	Request for Proposal PS7 Contd.	
	11.35-12.00	Tea Break	
	12.00-01.00	Proposal Data Sheet	
	01.00-02.00	Exercise on PDS	
	02.00-03.15	Prayer and Lunch	
	03.15-05.00	Presentation on PDS	
Day-8 Sunday 21.11.2021	09.00-09.30	Recap.	ACC
	09.30-10.30	Evaluation of Proposals: Technical, Financial and Combined Evaluation	Engr. Iqbal Bahar Faroque MCIPS, Manager (Pipeline) Gass Transmission Company Ltd. (GTCL)
	10.35-11.35	Group Exercise on Evaluation of Proposal Under QCBS Method	
	11.35-12.00	Tea Break	
	12.00-01.00	Group Presentation on Evaluation of Proposal Under QCBS	
	01.00-02.00	Negotiation, Approval, Signing and Completion of the Process, Key terms and Issues in Contract Management	

Date	Time	Particulars	Speaker
		and Dispute Resolution	
	02.00-03.15	Prayer and Lunch	
	03.15-05.00	General Condition of Contract & Particular Conditions of Contract	
Day-9 Monday 22.11.2021	09.00-09.30	Recap.	ACC
	09.30-10.30	Tender Opening and Evaluation, Preliminary, Technical, Financial Evaluation and Post Qualification (Goods & Works)	Md. Rafiqul Islam Chartered MCIPS, PMP Population Communication Officer Directorate General of Family Planning.
	10.35-11.35	Tender Opening and Evaluation, Preliminary, Technical, Financial Evaluation and Post Qualification Contd(Goods & Works)	
	11.35-12.00	Tea Break	
	12.00-01.00	Exercise and Group Presentation on Evaluation of Tenders (Goods & Works)	
	01.00-02.00	Exercise and Group Presentation on Evaluation of Tenders(Contd.)	
	02.00-03.15	Prayer and Lunch	
	03.15-05.00	Contract Award: Approval, Award, Signing Contract, Debriefing	
Day-10 Tuesday 23.11.2021	09.00-09.10	Recap.	
	09.15-10.15	Orientation and Tendering Process in e-GP: system	Abul Kalam Azad Deputy Director NATA
	10.15-11.15	Orientation and Tendering Process in e-GP: system	
	11.15-11.40	Tea Break	
	11.40-12.40	Delegation of Financial Power (Rev. & Dev.)	
	12.40-01.40	Delegation of Financial Power (Rev. & Dev.) (Contd.)	
	01.40-02.00	Post Evaluation	
	02.00-02.30	Closing Ceremony	