

Annual Procurement Plan (APP) 2023-2024

for Goods

Ministry/Division: Rural Development & Cooperatives Division
Agency: Upzilla Cooperative office . Gouripur. Mymensingh.

| Package no | Description of procurement package Goods | Unit | Quantity | Procurement Method & type | Source of Funds | Estd. Cost in Tk | Time Code for process | Invite/ Advertise Tender | Tender Opening | Tender Evaluation | Approval to Award | Notification of Award | Total Time of contract signature |
|------------|---|------|----------|---------------------------|-----------------|------------------|-----------------------|--------------------------|----------------|-------------------|----------------------------|-----------------------|----------------------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 1 | Computer Equipment | - | LS | - | GOB | 25000 | | | | | As per instant requirement | | |
| 2 | Other Expenses- stationary Materials (Stationary items) | - | LS | - | GOB | 42000 | | | | | As per instant requirement | | |
| 3 | Other Expenses- (Electrical items) | - | LS | - | GOB | 10000 | | | | | As per instant requirement | | |
| 4 | Other Expenses- (Cookeries & other related items) | - | LS | - | GOB | 10000 | | | | | As per instant requirement | | |
| 5 | Other Expenses- (offset legal papers) Computer | - | LS | - | GOB | 4000 | | | | | As per instant requirement | | |
| 6 | Other Expenses- (offset A4 papers) Computer | - | LS | - | GOB | 10000 | | | | | As per instant requirement | | |
| 7 | Other Expenses- (Petrol & Lubricants items) | - | LS | - | GOB | 36000 | | | | | As per instant requirement | | |
| 8 | Other Expenses- (Postal ticket items) | - | LS | - | GOB | 1000 | | | | | As per instant requirement | | |
| 9 | Other Expenses- (Banner, peston etc items) | - | LS | - | GOB | 20000 | | | | | As per instant requirement | | |

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|------------|---|-------|----------|---------------------------|-----------------|------------------|----------------------------|--------------------------|----------------|-------------------|-------------------|-----------------------|----------------------------------|--------|
| 1 | | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | |
| 10 | Computer (Repair & maintenance) | - | LS | - | GOB | 30000 | As per instant requirement | | | | | | | 26days |
| 11 | Computer & Accessories (purchase) | No, s | 01 | RFQM | GOB | 80000 | planned Dates | 28.11.23 | 05.12.23 | 10.12.23 | 17.12.23 | 24.12.23 | 07days | |
| | | | | | | | planned Days | 0day | 07days | 05days | 07days | 07days | | |
| | | | | | | | Actual Dates | | | | | | | |
| 12 | Office Equipment (folder & others purchase) | - | LS | - | GOB | 10000 | As per instant requirement | | | | | | | 22days |
| 13 | Furniture (purchase) | - | LS | RFQM | GOB | 80000 | planned Dates | 28.03.24 | 03.04.24 | 04.04.24 | 11.04.24 | 18.04.24 | 07days | |
| | | | | | | | planned Days | 0day | 07days | 01days | 07days | 07days | | |
| | | | | | | | Actual Dates | | | | | | | |
| 14 | Other Expenses (stationary training) | - | LS | - | GOB | 30000 | As per instant requirement | | | | | | | 24days |
| 15 | Staff Leverage | No, s | 01 | RFQM | GOB | 7000 | planned Dates | 26.11.23 | 03.12.23 | 06.12.23 | 13.12.23 | 20.12.23 | 07days | |
| | | | | | | | planned Days | 0day | 07days | 03days | 07days | 07days | | |
| | | | | | | | Actual Dates | | | | | | | |
| 16 | Motor vehicles (Repair & maintenance) | - | LS | - | GOB | 30000 | As per instant requirement | | | | | | | |
| 17 | Furniture (Repair & maintenance) | - | LS | - | GOB | 35000 | As per instant requirement | | | | | | | |



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