## Annual Procurement Plan(APP)2023-2024 for Goods

 $\label{lem:ministry/Division: Rural Development \& Cooperatives \ Division \ Ishwargonj$ 

Agency: Upzilla Cooperative office . Ishwargonj. Mymensingh.

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

| Packag<br>e no | Description of<br>procurement<br>package Goods    | Unit | Quantity | Procuremen<br>t Method &<br>type | Source of<br>Funds | Estd. Cost<br>in Tk | Time Code for process      | Invite/ Advertise<br>Tender | Tender<br>Opening | Tender<br>Evaluation | Approval to<br>Award | Notification<br>of Award | Total Time of contract signature |  |
|----------------|---|------|----------|----------------------------------|--------------------|---------------------|----------------------------|-----------------------------|-------------------|----------------------|----------------------|--------------------------|----------------------------------|--|
| 1              | 2   | 3    | 4        | 5                                | 6                  | 7                   | 8                          | 9                           | 10                | 11                   | 12                   | 13                       | 14                               |  |
| 10             | Computer<br>(Repair &<br>maintenance)             | -    | LS       | -                                | GOB                | 30000               | As per instant requirement |                             |                   |                      |                      |                          |                                  |  |
| 11             | Computer &  |      |          |                                  |                    |                     | planned Dates              | 28.11.23                    | 05.12.23          | 10.12.23             | 17.12.23             | 24.12.23                 |                                  |  |
|                | Accessories                                       | No,  | 01       | RFQM                             | GOB                | 80000               | planned Days               | 0day                        | 07days            | 05days               | 07days               | 07days                   | 26days                           |  |
|                | (purchase)  | S    |          |                                  |                    |                     | Acual Dates                |                             |                   |                      |                      | _                        |                                  |  |
| 12             | Office Equipment<br>(folder & others<br>purchase) | -    | LS       | -                                | GOB                | 10000               | As per instant requirement |                             |                   |                      |                      |                          |                                  |  |
| 13             | Furniture   |      |          |                                  |                    |                     | planned Dates              | 28.03.24                    | 03.04.24          | 04.04.24             | 11.04.24             | 18.04.24                 |                                  |  |
|                | (purchase)  | -    | LS       | RFQM                             | GOB                | 80000               | planned Days               | 0day                        | 07days            | 01days               | 07days               | 07days                   | 22days                           |  |
|                |   |      |          |                                  |                    |                     | Acual Dates                | ,                           | •                 | ,                    | ,                    | ,                        |                                  |  |
| 14             | Other Expenses<br>(stationary<br>training)        | -    | LS       | -                                | GOB                | 30000               | As per instant requirement |                             |                   |                      |                      |                          |                                  |  |
|                |   |      |          |                                  |                    |                     | planned Dates              | 26.11.23                    | 03.12.23          | 06.12.23             | 13.12.23             | 20.12.23                 |                                  |  |
| 15             | Staff Leverage                                    | No,  | 01       | RFQM                             | GOB                | 7000                | planned Days               | 0day                        | 07days            | 03days               | 07days               | 07days                   | 24days                           |  |
|                |   | S    |          |                                  |                    |                     | Acual Dates                |                             | ,                 |                      |                      |                          |                                  |  |
| 16             | Motor vehicles<br>(Repair &<br>maintenance)       | -    | LS       | -                                | GOB                | 30000               | As per instant requirement |                             |                   |                      |                      |                          |                                  |  |
| 17             | Furniture<br>(Repair &<br>maintenance)            | -    | LS       | -                                | GOB                | 35000               | As per instant requirement |                             |                   |                      |                      |                          |                                  |  |

Nibadita kar Upazilia Cooperative Officer Ishwargonj , Mymensingh