

Divisional Passport & Visa office, Chattogram

Annual Procurement Plan (APP)				
Fiscal Year : 2021-2022				
Sl. No.	Code no.	Budget Head	Budget Amount	APP Amount
1	3211	Administrative expense	2,613,000	
2	3221	Fee, charge & commission	500,000	
3	3243	Petrol, oil & lubricant	300,000	
4	3244	Travelling exp & transfer	100,000	
5	3255	Printing & Stationery	1,000,000	
6	3256	Dress/Uniform	50,000	
7	3257	Function & Festivals	500,000	
8	3258	Repair & Maintenance	455,000	
9	3821	cumulus (Land & City Tax)	-	
10	4112	Machinery & Tools	1,350,000	
		Total	6,868,000	
In Word: Sixty Eight lakh Sixty Eighty Thousand Taka Only.				

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20/09/2021
Accounts

Sadhan Saha
20.09.21
Approved by
SADHAN SAHA
ASSISTANT DIRECTOR
DEPARTMENT OF IMMIGRATION & PASSPORTS
GOVERNMENT OF THE PEOPLE'S
REPUBLIC OF BANGLADESH
CHATTOGRAM

Annual Procurement Plan (APP)

Ministry/Division : Government of The People's Republic of Bangladesh
 Agency : Department of Immigration and Passport
 Procuring Entity Name and Code : Divisional Passport & Visa office, Chattergram

Financial Year: 2021-2022
 Budget Head: Administration & Expenses
 Budget: 2,613,000

Package no.	lot no.	Description of the work/supply	unit	qty.	procurement method and type	contract approving authority	estd. Cost	Unit cost	Total cost	Expenditure in FY 2021-22 (tk. in lac)	Time code for process	Advertise tender	Tender Evaluation	Approval to Award	Notification of Award	Signing of the contract	Completion of contract	Total time (Date/day s)	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
1st		Administration & Expenses	pakege	pakege	DPM	DPVO	650,000	650,000	6.5	planned days 1-Aug-21	4-Aug-21	4	3	4	4	4	7	22	
2nd		Administration & Expenses	pakege	pakege	DPM	DPVO	650,000	650,000	6.5	planned days 3-Oct-21	6-Oct-21	4	4	4	4	3	7	22	
3rd		Administration & Expenses	pakege	pakege	DPM	DPVO	680,000	680,000	6.8	planned days 2-Jan-22	5-Jan-22	4	3	4	4	4	7	22	
4th		Administration & Expenses	pakege	pakege	DPM	DPVO	633,000	633,000	6.33	planned days 1-Apr-22	5-Apr-22	5	4	3	3	3	7	22	
Total =										2,613,000									

In Word: Twenty Six Lakh thirteen Thousand Taka Only

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Annual Procurement Plan (APP)

Ministry/Division : Government of The People's Republic of Bangladesh
Agency : Department of Immigration and Passport
Procuring Entity Name and Code : Divisional Passport & Visa office, Chattogram

Financial Year: 2021-2022
Budget Head: Fee, charge & commission
Budget: 500,000

Package no.	lot no.	Description of the work/supply	unit	qnty.	procurement method and type	contract approving authority	estd. Cost		Expenditure in FY 2021-22 (tk. in lac)	Time code for process	Advertise tender	Tender Evaluation	Approval to Award	Notification of Award	Signing of the contract	Completion of contract	Total time (Date/day s)	Remarks
1	2	3	4	5	6	7	Unit cost	Total cost	10	11	12	13	14	15	16	17	18	19
1st		Fee, charge & commission	package	1	DPM	DPVO	125,000	125,000	1.25	planned days	1-Aug-21	4-Aug-21	7-Aug-21	11-Aug-21	15-Aug-21	22-Aug-21	22	
										actual days			3	4	4	7		
2nd		Fee, charge & commission	package	1	DPM	DPVO	125,000	125,000	1.25	planned days	3-Oct-21	6-Oct-21	10-Oct-21	14-Oct-21	17-Oct-21	24-Oct-21	22	
										actual days		4	3	4	4	7		
3rd		Fee, charge & commission	package	1	DPM	DPVO	125,000	125,000	1.25	planned days	2-Jan-22	5-Jan-22	8-Jan-22	12-Jan-22	16-Jan-22	23-Jan-22	22	
										actual days		4	3	4	4	7		
4th		Fee, charge & commission	package	1	DPM	DPVO	125,000	125,000	1.25	planned days	1-Apr-22	5-Apr-22	9-Apr-22	12-Apr-22	15-Apr-22	23-Apr-22	22	
										actual days		4	3	4	4	7		
Total = 500,000																		

In Word: Five Lakh Taka Only

Annual Procurement Plan (APP)

Ministry/Division : Government of The People's Republic of Bangladesh
Agency : Department of Immigration and Passport
Procuring Entity Name and Code : Divisional Passport & Visa office, Chatterogram

Financial Year: 2021-2022
Budget Head: Petrol, oil & lubricant
Budget: 300,000

Package no.	lot no.	Description of the work/supply	unit	qty.	procurement method and type	contract approving authority	estd. Cost	Total cost	Ependiture in FY 2021-22 (tk. in lac)	Time code for process	Advertise tender	Tender Evaluation	Approval to Award	Notification of Award	Signing of the contract	Completion of contract	Total time (Date/day s)	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
							Unit cost	Total cost										
1st		procurement of petrol, oil & lubricant	singale	1	RFOQ/DPM	DPVO	60,000	60,000	0.6	planned days	1-Aug-21	4-Aug-21	7-Aug-21	11-Aug-21	15-Aug-21	22-Aug-21	22	32
										actual days		3	3	4	4	8		
2nd		procurement of petrol, oil & lubricant	singale	1	RFOQ/DPM	DPVO	80,000	80,000	0.8	planned days	3-oct-21	6-oct-21	10-Oct-21	14-Oct-21	17-Oct-21	24-Oct-21	22	32
										actual days		3	4	4	4	7		
3rd		procurement of petrol, oil & lubricant	singale	1	RFOQ/DPM	DPVO	80,000	80,000	0.8	planned days	2-Jan-22	5-Jan-22	8-Jan-22	12-Jan-22	16-Jan-22	23-Jan-22	22	32
										actual days		3	4	4	4	7		
4th		procurement of petrol, oil & lubricant	singale	1	RFOQ/DPM	DPVO	80,000	80,000	0.8	planned days	1-Apr-22	5-Apr-22	9-Apr-22	12-Apr-22	15-Apr-22	23-Apr-22	22	32
										actual days		3	4	4	4	7		
Total = 300,000																		

In Word: Three Lakh Taka Only

Annual Procurement Plan (APP)

Ministry/Division : Government of The People's Republic of Bangladesh
 Agency : Department of Immigration and Passport
 Procuring Entity Name and Code : Divisional Passport & Visa office, Chattogram

Financial Year: 2021-2022
 Budget Head: Travelling & transfer
 Budget: 100,000

Package no.	lot no.	Description of the work/supply	unit	qty.	procurement method and type	contract approving authority	estd. Cost	Total cost	Ependiture in FY 2021-22 (tk. in lac)	Time code for process	Advertise tender	Tender Evaluation	Approval to Award	Notification of Award	Signing of the contract	Completion of contract	Total time (Date/day s)	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
							Unit cost	Total cost		planned days	1-Oct	4-Aug-21	7-Aug-21	11-Aug-21	15-Aug-21	22-Aug-21		
										actual days		4	3	4	4	7	22	
1st		Travelling & transfer	single	1	DPM	DPVO	25,000	25,000	0.25	planned days	3-Oct-21	6-Oct-21	10-Oct-21	14-Oct-21	17-Oct-21	24-Oct-21		
										actual days		4	3	4	4	7	22	
2nd		Travelling & transfer	single	1	DPM	DPVO	25,000	25,000	0.25	planned days	2-Jan-22	5-Jan-22	8-Jan-22	12-Jan-22	16-Jan-22	23-Jan-22		
										actual days		4	3	4	4	7	22	
3rd		Travelling & transfer	single	1	DPM	DPVO	25,000	25,000	0.25	planned days	1-Apr-22	5-Apr-22	9-Apr-22	12-Apr-22	15-Apr-22	23-Apr-22		
										actual days		4	3	4	4	7	22	
4th		Travelling & transfer	single	1	DPM	DPVO	25,000	25,000	0.25	planned days								
										actual days								
Total = 100,000																		

In Word: One Lakh Taka Only

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Annual Procurement Plan (APP)

Ministry/Division : Government of The People's Republic of Bangladesh
 Agency : Department of Immigration and Passport
 Procuring Entity Name and Code : Divisional Passport & Visa office, Chatterogram

Financial Year: 2021-2022
 Budget Head: Printing & Stationery
 Budget: 1,000,000

Package no.	lot no.	Description of the work/supply	unit	qty.	procurement method and type	contract approving authority	estd. Cost		Ependiture in FY 2021-22 (tk. in lac)	Time code for process	Advertise tender	Tender Evaluation	Approval to Award	Notification of Award	Signing of the contract	Completion of contract	Total time (Date/days)	Remarks		
1	2	3	4	5	6	7	Unit cost	Total cost	10	11	12	13	14	15	16	17	18	19		
1st		Printing & stationery	package	package	RFQ/DPM	DPVO	250,000	250,000	2.5	planned days	1-Aug-21	4-Aug-21	7-Aug-21	11-Aug-21	15-Aug-21	22-Aug-21				
										planned days		4	3	4	4	7	22			
										actual days										
										planned days	3-oct-21	6-oct-21	10-Oct-21	14-Oct-21	17-Oct-21	24-Oct-21				
2nd		Printing & stationery	package	package	RFQ/DPM	DPVO	250,000	250,000	2.5	planned days		4	3	4	4	7	22			
										planned days										
										actual days										
										planned days	2-Jan-22	5-Jan-22	8-Jan-22	12-Jan-22	16-Jan-22	23-Jan-22				
3rd		Printing & stationery	package	package	RFQ/DPM	DPVO	250,000	250,000	2.5	planned days		4	3	4	4	7	22			
										planned days										
										actual days										
										planned days	1-Apr-22	5-Apr-22	9-Apr-22	12-Apr-22	15-Apr-22	23-Apr-22				
4th		Printing & stationery	package	package	RFQ/DPM	DPVO	250,000	250,000	2.5	planned days		4	3	4	4	7	22			
										planned days										
										actual days										
										planned days										
Total = 1,000,000																				

In Word: Ten Lakh Taka Only

Annual Procurement Plan (APP)

Ministry/Division : Government of The People's Republic of Bangladesh
 Agency : Department of Immigration and Passport
 Procuring Entity Name and Code : Divisional Passport & Visa office, Chattogram

Financial Year: 2021-2022
 Budget Head: Dress/Uniform
 Budget: 50,000

Package no.	lot no.	Description of the work/supply	unit	qty.	procurement method and type	contract approving authority	estd. Cost		Ependitur e in FY 2021-22 (tk. in lac)	Time code for process	Advertise tender	Tender Evaluation	Approval to Award	Notification of Award	Signing of the contract	Completion of contract	Total time (Date/days)	Remarks
1	2	3	4	5	6	7	Unit cost	Total cost	10	11	12	13	14	15	16	17	18	19
										planned days	1-Aug-21	4-Aug-21	7-Aug-21	11-Aug-21	15-Aug-21	22-Aug-21		
										actual days								
1st		Dress/Uniform	package	1	RFQ/DPM	DPVO	50,000	50,000	0.5			4	3	4	4	7	22	
Total = 50,000																		

In Word: Fifty Thousand Taka Only

Annual Procurement Plan (APP)

Ministry/Division : Government of The People's Republic of Bangladesh
 Agency : Department of Immigration and Passport
 Procuring Entity Name and Code : Divisional Passport & Visa office, Chattergram

Financial Year: 2021-2022
 Budget Head: Function & Festivals
 Budget: 500,000

Package no.	lot no.	Description of the work/supply	unit	qnty.	procurement method and type	contract approving authority	estd. Cost	Unit cost	Total cost	Ependiture in FY 2021-22 (tk. in lac)	Time code for process	Advertise tender	Tender Evaluation	Approval to Award	Notification of Award	Signing of the contract	Completion of contract	Total time (date/day s)	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
1st		Function & Festivals	pakege	1	RFQ/DPM	DPVO	200,000	200,000	2	planned days	1-Aug-21	4-Aug-21	3	4	4	4	7	22	
2nd		Function & Festivals	pakege	2	RFQ/DPM	DPVO	100,000	100,000	1	planned days	2-Jan-22	5-Jan-22	3	4	4	4	7	22	
3rd		Function & Festivals	pakege	3	RFQ/DPM	DPVO	200,000	200,000	2	planned days	1-Apr-22	5-Apr-22	3	4	4	4	7	22	
Total = 500,000																			

In Word -Five Lakh Taka Only

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Annual Procurement Plan (APP)

Ministry/Division : Government of The People's Republic of Bangladesh
Agency : Department of Immigration and Passport
Procuring Entity Name and Code : Divisional Passport & Visa office, Chattergram

Financial Year: 2021-2022
Budget Head: Repair & Maintenance
Budget: 455,000

Package no.	lot no.	Description of the work/supply	unit	qnty.	procurement method and type	contract approving authority	estd. Cost		Ependiture in FY 2021-22 (tk. in lac)	Time code for process	Advertise tender	Tender Evaluation	Approval to Award	Notification of Award	Signing of the contract	Completion of contract	Total time (Date/day s)	Remarks	
1	2	3	4	5	6	7	Unit cost	Total cost	10	11	12	13	14	15	16	17	18	19	
1st		Repair & Maintenance of vehicles	package	package	DPM/RFQ	DPVO	155,000	155,000	1.55	planned days	1-Aug-21	4-Aug-21	7-Aug-21	11-Aug-21	15-Aug-21	22-Aug-21			
										planned days									
										actual days									
2nd		Repair & Maintenance of furniture	package	package	DPM/RFQ	DPVO	100,000	100,000	1	planned days	3-oct-21	6-oct-21	10-Oct-21	14-Oct-21	17-Oct-21	24-Oct-21			
										planned days		4	3	4	4	7	22		
										actual days									
3rd		Repair & Maintenance of Computers	package	package	DPM/RFQ	DPVO	100,000	100,000	1	planned days	2-Jan-22	5-Jan-22	8-Jan-22	12-Jan-22	16-Jan-22	23-Jan-22			
										planned days		4	3	4	4	7	22		
										actual days									
4th		Repair & Maintenance of others	package	package	DPM/RFQ	DPVO	100,000	100,000	1	planned days	1-Apr-22	5-Apr-22	9-Apr-22	12-Apr-22	15-Apr-22	23-Apr-22			
										planned days		4	3	4	4	7	22		
										actual days									
Total = 455,000																			

In Word: Four lakh Fifty Five Thousand Taka Only

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Annual Procurement Plan (APP)

Ministry/Division : Government of The People's Republic of Bangladesh
 Agency : Department of Immigration and Passport
 Procuring Entity Name and Code : Divisional Passport & Visa office, Chattergram

Financial Year: 2021-2022
 Budget Head: Repair & Maintenance
 Budget: 400000

Package no.	lot no.	Description of the work/supply	unit	qty.	procurement method and type	contract approving authority	estd. Cost		Expenditure in FY 2021-22 (tk. in lac)	Time code for process	Advertise tender	Tender Evaluation	Approval to Award	Notification of Award	Signing of the contract	Completion of contract	Total time (Date/day s)	Remarks
							Unit cost	Total cost										
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
1st		Repair & Maintenance of non-residential building	package	1	DPM/RFO	DPVO				planned days	3-oct-21	6-oct-21	10-Oct-21	14-Oct-21	17-Oct-21	24-Oct-21		
										actual days		4	3	4	4	7	22	
2nd		Repair & Maintenance of non-residential building	package	1	DPM/RFO	DPVO				planned days	2-Jan-22	5-Jan-22	8-Jan-22	12-Jan-22	16-Jan-22	23-Jan-22		
										actual days		4	3	4	4	7	22	

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Annual Procurement Plan (APP)

Ministry/Division : Government of The People's Republic of Bangladesh
Agency : Department of Immigration and Passport
Procuring Entity Name and Code : Divisional Passport & Visa office, Chatterogram

Financial Year: 2021-2022
Budget Head: Machinery & Tools
Budget: 1,350,000

Package no.	Lot no.	Description of the work/supply	unit	qty.	procurement method and type	contract approving authority	estd. Cost	Total cost	Expenditure in FY 2021-22 (tk. in lac)	Time code for process	Advertise tender	Tender Evaluation	Approval to Award	Notification of Award	Signing of the contract	Completion of contract	Total time (Date/day s)	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
1st		Machinery & Tools (computers & others)	package	1	RFQ/DPM	DPVO	330,000	330,000	3.3	planned days	1-Aug-21	4-Aug-21	7-Aug-21	11-Aug-21	15-Aug-21	22-Aug-21	22	
										actual days								
2nd		Machinery & Tools (camera & others)	package	1	RFQ/DPM	DPVO	350,000	350,000	3.5	planned days	3-Oct-21	6-Oct-21	10-Oct-21	14-Oct-21	17-Oct-21	24-Oct-21	22	
										actual days								
3rd		Machinery & Tools (electronics equipment)	package	1	RFQ/DPM	DPVO	350,000	350,000	3.5	planned days	2-Jan-22	5-Jan-22	8-Jan-22	12-Jan-22	16-Jan-22	23-Jan-22	22	
										actual days								
4th		Machinery & Tools (electronics equipment)	package	1	RFQ/DPM	DPVO	320,000	320,000	3.2	planned days	1-Apr-22	5-Apr-22	9-Apr-22	12-Apr-22	15-Apr-22	23-Apr-22	22	
										actual days								
Total = 1,350,000																		

In Word: Thirteen Lakh Fifty Thousand Taka Only