Annual Procurement Plan(APP) for Goods Financial Year: 2023-2024

Budget : Revenue

Ministry/Division	: Rural Development & Co-operatives Division
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Agency : Rural Development & Co-operatives

Procuring Entity Name & Code : Upazilla Co-operative Office, LakshamCumilla

Packa ge No	Description Of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd.Cost in Thousand Tk.	Time Code For Process	Not Used in GOODS	Invite/ Adverties Tender	Tender/ Quotation Opening	Tender/ Quotation Eveluation	Approval to Award	Signing of Contract	Notification of Award/ Work Order	Total Time to Contract Signature	Time for Completion of Contract	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
01	Electricity 3211113	No's			HOPE	Govt	10	As Per Office Electricity Bill										
02	Internet 3211117	No's	uco		HOPE	Govt	15	As Per Office Internet Bill										
04	Postal Ticket 3211119	No's	uco		HOPE	Govt	1	As Per Requirement										
03	Telephone 3211120	No's	uco		HOPE	Govt	4	As Per Non-Resident Telephone Bill										
05	Office Rent 3211129	No's	uco		HOPE	Govt	2.4	As Per Office Rent Bill										
06	Training Exp. 3231301	No's	uco	-	HOPE	Govt	80	As per Instant Requirement & Training Policies										
07	Petrol, Oil & Lubricant 3243101		uco		HOPE	Govt	30	As Per Requirement										
08	Tour (Officer)					Govt	80											
	Tour (Staff)			1			2.00											
09	Computer Accessories (Tonar) 3255101	No's	uco	СР	HOPE	Govt	15	As per Instant Requirement										
10	Stationery, Paper & Sweeper 3255105	No's	uco	СР	HOPE	Govt	40	As Per Instant Requirement, Office Paper Bill & Sweeper Bill										
11	Staff Leverage 3256106	No's	uco	RFQ	HOPE	Govt	10	Planned Dates		15.09/23	15/09/23	15/09/23	22/09/23	Not Needed	29/09/2			
								Planned Days		00	14	00	7		7	28	40	
								Actual Dates										

12	Innovation 3257105	No's		СР	HOPE	Govt	20	As per Instant Requirement											
13	Motor Vehicles Repairs 3258101	LS	LS	СР	HOPE	Govt	30	As per Instant Requirement											
14	Furniture Repairs 3258102	LS	LS	СР	HOPE	Govt	20	As Per Requirement											
15	Computer Repairs 3258103	LS	LS	СР	HOPE	Govt	20	As per Instant Requirement											
16	Machinery & Equipment Repairs 3258105	LS	LS	СР	HOPE	Govt	20	As per Instant Requirement											
17	Computer Purchase 4112202	No's	4	RFQ	HOPE	Govt	20	Planned Dates Planned		11/09/23	26/09/23	26/09/23	04/10/23	Not Needed	11/10/233 7	29	40		
								Days Actual Dates											
18	Office Equipment	No's	uco	RFQ	HOPE	Govt	20	Planned Dates		18/09/23	02/10/23	02/10/233	11/10/22	Not Needed	18/10/23				
	Purchase 4112310							Planned Days Actual		00	14	00	9		7	30	40		
19	Furniture Purchase	No's	2	RFQ	HOPE	Govt	50	Dates Planned Dates		25/09/23	10/10/23	10/10/32	17/10/23	Not Needed	24/10/23				
	4112314							Planned Days		00	15	00	7		7	29	40		
								Actual Dates											

24/04/2026

(Md. Shahjahan Mia) Upozilla Cooperative Officer Laksham, Cumilla

1. Dist. Cooperative officer, Cumilla

2. Office File

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