

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
স্থানীয় সরকার প্রকৌশল অধিদপ্তর  
অতিরিক্ত প্রধান প্রকৌশলীর কার্যালয়  
চট্টগ্রাম বিভাগ, চট্টগ্রাম।  
www.lged.gov.bd

শেখ হাসিনার মূলনীতি  
গ্রাম শহরের উন্নতি

স্মারক নং- ৪৬.০২.০০০০.০৫৫.০৭.০০৪.২১-৭৫৮  
প্রতি,

তারিখঃ ২৬/৭/২০২৪

প্রধান প্রকৌশলী  
স্থানীয় সরকার প্রকৌশল অধিদপ্তর  
আগারগাঁও, শেরে-বাংলা-নগর  
ঢাকা-১২০৭।

[দৃষ্টি আকর্ষণঃ তত্ত্বাবধায়ক প্রকৌশলী (প্রশাসন), এলজিইডি, সদর দপ্তর, ঢাকা-১২০৭।]

বিষয়ঃ অতিরিক্ত প্রধান প্রকৌশলী, চট্টগ্রাম বিভাগ, চট্টগ্রাম দপ্তরের ২০২৪-২৫ অর্থ বছরের বার্ষিক ক্রয়  
পরিকল্পনা (APP) অনুমোদন প্রসংগে।

উপর্যুক্ত বিষয়ের প্রেক্ষিতে মহোদয়ের সদয় অবগতির জন্য জানানো যাচ্ছে যে, ২০২৪-২৫ অর্থ  
বছরের চট্টগ্রাম বিভাগের (রাজস্ব ও উন্নয়ন বাজেট) বার্ষিক ক্রয় পরিকল্পনা প্রণয়ন করা হয়েছে। উক্ত বার্ষিক  
ক্রয় পরিকল্পনা (APP) অনুমোদনের সদয় প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য অত্রসাথে প্রেরণ করা হলো।

সংযুক্তঃ

- ১। রাজস্ব -০৫ (পাঁচ) পাতা।
- ২। উন্নয়ন-০২ (দুই) পাতা।

অনুলিপিঃ

- ১। তত্ত্বাবধায়ক প্রকৌশলী (প্রকিউরমেন্ট), এলজিইডি, সদর দপ্তর, ঢাকা-১২০৭।

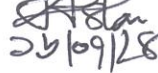
  
২৬/৭/২০২৪

(মোঃ আমিনুল ইসলাম)

অতিরিক্ত প্রধান প্রকৌশলী (চঃদাঃ)

ফোন নং- ০২৪-১৩৫৫২০৯

ই-মেইলঃ age.chattogramdiv@lged.gov.bd

  
২৬/৭/২৪

# Annual Procurement Plan (Goods)

Budget: Revenue  
FY: 2024-25

Ministry/ Division: Local Government Division  
Agency: Local Government Engineering Department  
Procuring Entity Name : Additional Chief Engineer, Chattogram Division

Financial Code:

Sl. No.	Code	Description of GOODS	Unit	Quantity	Procurement Method	Contract Approving Authority	Source of Funds	Est'd Cost (in Tk)	Time Code for process	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total Time to Complete of Contract	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
1	3211106	Entertainment Expenses (Administrative)	Lumsum	As per Requirement	DPM	Additional Chief Engineer	GoB	165000	Planned Dates	Direct Purchase according to PPR-2008							
2	3211116	Counter (Administrative Expense)	Nos	As per Requirement	DPM	Additional Chief Engineer	GoB	6600	Planned Dates	Direct Purchase according to PPR-2008							
3	3211117	Internet/Fax/Telex	Lumsum	As per Requirement	DPM	Additional Chief Engineer	GoB	0	Planned Dates	Direct Purchase according to PPR-2008							
4	3211119	Postage (Administrative Expense)	Nos	As per requirement	DPM	Additional Chief Engineer	GoB	11000	Planned Dates	Direct Purchase according to PPR-2008							
5	3211120	Telephone (Administrative Expense)	Unit	As per Requirement	DPM	Additional Chief Engineer	GoB	110000	Planned Dates	Direct Purchase according to PPR-2008							
6	3221104	Registration Fee	Lumsum	As per Requirement	DPM	Additional Chief Engineer	GoB	50000	Planned Dates	Direct Purchase according to PPR-2008							
7	3243101	Petrol, Oil and Lubricant	Ltr	As per requirement	DPM	Additional Chief Engineer	GoB	1000000	Planned Dates	Direct Purchase according to PPR-2008							
8	3244101	Travel Expense (Domestic Travel)	Days	As per requirement	DPM	Additional Chief Engineer	GoB	660000	Planned Dates	Direct Purchase according to PPR-2008							
9	3244102	Transfer Expense	Km	As per requirement	DPM	Additional Chief Engineer	GoB	55000	Planned Dates	Direct Purchase according to PPR-2008							
10	3255101	Computer Consumables (Printing and Stationary)	Nos	List Enclosed- 1	DPM/ RFQ	According to DoFP- Chief Engineer/Additional Chief Engineer	GoB	110000	Planned Dates	2-Sep-24	12-Sep-24	12-Sep-24	15-Sep-24	18-Sep-24	25-Sep-24	24 Days	30 Days

*[Handwritten Signature]*


# Annual Procurement Plan (Goods)


Revenue  
Budget: 2024-25  
FY:


Ministry/ Division: Local Government Division  
Agency: Local Government Engineering Department  
Procuring Entity Name : Additional Chief Engineer, Chattogram Division

Financial Code:

Sl. No.	Code	Description of GOODS	Unit	Quantity	Procurement Method	Contract Approving Authority	Source of Funds	Estd. Cost in Tk.	Time Code for process	Invitel/ Advertise	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total Time to Contract	Time for Completion of	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
11	3255104	Stamp and Seal (Printing and Stationary)	Nos	As per Requirement	DPM	Additional Chief Engineer	GoB	11000	Planned Dates				NA					
12	3255105	Other Stationary (Printing and Stationary)	Nos	List Enclosed- 2	DPM/ RFQ	According to DoFP-Chief Engineer/Additional Chief Engineer	GoB	495000	Planned Dates	3-Nov-24	13-Nov-24 10 Days	13-Nov-24 0 days	17-Nov-24 04 Days	20-Nov-24 03 Days	27-Nov-24 07 Days	25 Days	30 Days	
13	3258101	Motor Vehicle (Repair)	Nos	List Enclosed- 3	DPM/ RFQ	According to DoFP-Chief Engineer/Additional Chief Engineer	GoB	850000	Planned Dates	2-Sep-24	12-Sep-24 10 Days	12-Sep-24 0 days	15-Sep-24 03 Days	18-Sep-24 03 Days	25-Sep-24 07 Days	24 Days	30 Days	
14	3258102	Furniture (Repair)	Nos	As per Requirement	DPM	Additional Chief Engineer	GoB	200000	Planned Dates				NA					
15	3258103	Computer/Rep air )	Nos	As per Requirement	DPM	Additional Chief Engineer	GoB	200000	Planned Dates				NA					
16	4112202	Computer and Accessories (Supply)	Nos	List Enclosed- 4	DPM/ RFQ	According to DoFP-Chief Engineer/Additional Chief Engineer	GoB	300000	Planned Dates	7-Oct-24	17-Oct-24 10 Days	17-Oct-24 0 days	20-Dec-24 03 Days	23-Oct-24 03 Days	30-Oct-24 07 Days	24 Days	30 Days	
17	4112310	Office Equipment (Supply)	Nos	List Enclosed- 5	DPM/RFQ	According to DoFP-Chief Engineer/Additional Chief Engineer	GoB	285000	Planned Dates	3-Nov-24	13-Nov-24 10 Days	13-Nov-24 0 days	17-Nov-24 04 Days	20-Nov-24 03 Days	27-Nov-24 07 Days	25 Days	30 Days	
18	4112314	Furniture (Supply)	Nos	List Enclosed- 6	DPM/RFQ	According to DoFP-Chief Engineer/Additional Chief Engineer	GoB	550000	Planned Dates	2-Sep-24	12-Sep-24 10 Days	12-Sep-24 0 days	15-Sep-24 03 Days	18-Sep-24 03 Days	25-Sep-24 07 Days	24 Days	30 Days	
Total =																		
							24,68,600.00											
							23,90,000.00											
(Including Petrol and Lubricant 1000000 and Travel Allowance 660000)																		

  
Md. Anisul Islam  
Additional Chief Engineer  
LGED, Chattogram Division

  
Masum-Ali Mamun  
Executive Engineer  
LGED, Chattogram Division

  
Md. Rezaul Islam  
Executive Engineer  
LGED, Chattogram Division

  
Md. Rezaul Islam  
Accountant  
LGED, Chattogram Division

## Details of List from 01 to 06

List-01

Computer Consumable (3255101)\_Printing and Stationary

Sl no	Name	Quantity	Unit Rate (Tk) Inc VAT and IT	Estimated Cost in/c VAT and IT
1	হার্ডডিস্ক ( 1TB)	02 Nos	5720	11440
2	মাদারবোর্ড	02 Nos	8250	16500
3	প্রসেসর (3.2GHz)	02 Nos	14960	29920
4	পাওয়ার সাপ্লাই	01 Nos	2750	2750
5	কী-বোর্ড	01 Nos	550	550
6	মাউস	03 Nos	440	1320
7	র‍্যাম (৪ জিপি)	02 Nos	7150	14300
8	পেনড্রাইপ ৩২ জিপি	03 Nos	880	2660
9	ইউপিএস (২৫০০ ডিএ)	01 Nos	6600	6600
10	Internal ভিডিও র‍্যাম/রাইটার	01 Nos	4000	4000
11	পাওয়ার স্ট্রীপ ৪ পোর্টের, ক্যবল ৫মিটার	01 Nos	1760	1760
12	ওয়াইফাই রাউডার ৩০০ এমবিপিএস	01 Nos	4950	4950
13	এক্সটার্নাল ভিডিও র‍্যাম/রাইটার	01 Nos	4400	4400
14	RJ 45 কানেক্টর	100 Nos	990	990
15	ক্যাট-6e ক্যাবল	01 Nos	5500	5500
16	এন্টি ভাইরাস	01 Nos	2360	2360
Total Tk =				110,000.00

List-02

Other Stationary (3255105)

SI NO	Description of Goods/Services	Physical Unit	Quantity	Official Cost Estimate	
				Unit Rate (Tk.) (inc. Vat & Tax)	Amount Tk.
1	2	3	4	5	6 = 4X5
1	Photocopy Toner	Nos.	2	15576	31152
2	Photocopy Drum	Nos.	8	17050	136400
3	Printer Toner	Nos.	5	8800	44000
4	Offset Paper	Packet	80	545	43600
5	Plastic Management File Plastic Cover A4 clip file	Nos.	10	20	200
6	Dispatch Register book 120 page margined	Nos.	10	247	2470
7	File Board & Cover	Set	100	39	3900
8	Brown Envelope of paper of standard 4.5"x10" size	Nos.	1200	2	2400
9	Brown Envelope of paper of standard A4 (10"x12")	Nos.	200	3	600

SI NO	Description of Goods/Services	Physical Unit	Quantity	Official Cost Estimate	
				Unit Rate (Tk.) (inc. Vat & Tax)	Amount Tk.
1	2	3	4	5	6 = 4X5
10	Brown Envelope of paper of standard A4 (10"x14")	Nos.	204	3	615
11	Yellow Envelope of standard 4.5"x10" size	Nos.	550	2	1100
12	Pencil (HB-2B)	Box	10	156	1560
13	Cash Book	Nos.	5	259	1295
14	Ballpen -05mm.	Doz.	8	935	7480
15	Pilot Pen	Doz.	10	1320	13200
16	Stamp Pad	Nos.	3	195	585
17	Marker Pen	Doz.	2	1012	2024
18	Highlighter pen	Nos.	40	78	3120
19	Stainless Steel Scale	Nos.	6	65	390
20	Tape Dispenser -Staples Executive Desktop Tape Dispenser	Nos.	6	649	3894
21	Resin Tape	Nos.	6	103	618
22	Masking Tape	Nos.	5	117	585
23	Glue/Gum Tube/Glue of 50 cc.size non-Toxic	Nos.	5	104	520
24	Eraser- local best quality	Nos.	19	13	247
25	Stapler Machine- Stapler Machine, HD-45N, medium standard size foreign best quality	Nos.	5	233	1165
26	Heavy Stapler Machine-Stapler Machine local best quality	Nos.	1	2077	2077
27	Stapler Pin -24/6-1M or 6mm size of (20 x 50 x 10) 10000 nos. pin per big box made in best quality	Box	50	33	1650
28	Stapler Heavy Duty Pin- best quality	Packet	10	52	520
29	Staple Pin Remover -- best quality	Nos.	20	52	1040
30	Binding Clip-- best quality	Box	10	82	820
31	Correction Fluid -- best quality	Nos.	10	78	780
32	Yellow Sticky Flag (4"X4")	Box	10	389	3890
33	Box File -Best Quality Box File 2"- best quality	Each	15	195	2925
34	Box File -Best Quality Box File 4"- best quality	Each	15	260	3900
35	Clipboard Folder -A4 Clipboard Folder - best quality	Each	15	260	3900
36	Tag -Cotton tag with Plastic head for file	Bundle	5	129	645
37	Scissors -8 Inch or equivalent-best quality	Nos.	3	154	462
38	Tissue Box -Facial Tissue 120 Pcs x 2 Ply Perfumed Tissue- best quality	Nos.	45	77	3465
39	Calculator Normal -Casio MJ-120D Plus-BK Desktop Calculator Or Equivalent	Nos.	4	779	3116
40	Calculator Scientific -Casio FX-991ES or Equivalent	Nos.	4	1038	4152
41	Pen Holder- best quality	Nos.	4	389	1556
42	Aerosol -Aerosol Mosquito Spray 475 ml	Nos.	5	389	1945
43	Air Freshener -Air Freshener best flavors, 300ml	Nos.	20	260	5200
44	Floor Cleaner -Floor Cleaner Liquid Local of best quality	Nos.	20	324	6480
45	Floor Cleaning Mop Rope type floor cleaning Mop	Nos.	3	649	1947



SI NO	Description of Goods/Services	Physical Unit	Quantity	Official Cost Estimate	
				Unit Rate (Tk.) (inc. Vat & Tax)	Amount Tk.
1	2	3	4	5	6 = 4X5
46	Liquid Antiseptic- 1000ml	Nos.	5	324	1620
47	Harpic - best quality	Nos.	10	154	1540
48	Hand Wash -Liquid Hand wash Refill best flavor 220ml	Nos.	20	116	2320
49	Dish Washing Liquid -local best quality	Nos.	12	116	1392
50	Glass Cleaner -Glass Cleaner 350ml	Nos.	12	143	1716
51	Paper Punch Machine	Nos.	2	130	260
52	Duster	Doz.	4	44	176
53	Battery Sony/Duracell/Olimpic /sunlite AA or equivalent Pencil Battery (Heavy Duty)	Doz.	2	237	474
54	Battery - Sony/Olimpic/sunlite AAA or equivalent A/C Remote Battery	Doz.	2	237	474
55	Spairal Machine - best quality	Nos.	1	5940	5940
56	Binding Comb -From 10 pags to 200 pages (A4, Legal)	Nos.	50	65	3250
57	Binding Cover - (A4, Legal)	Packet	5	65	325
58	Pencil sharpener -Pencil sharpener Big size- best quality	Nos.	24	17	408
59	Wall hanging Clock -Latest Model wall watch -best big size	Nos.	3	660	1980
60	Telephone Set -Telephone Set best quality	Nos.	2	2596	5192
61	Dinner Plate -best quality	Nos.	30	259	7770
62	Half Plate -best quality	Nos.	20	163	2934
63	Cutlery set -Tea Spoon, Soup Spoon, Fork, Stainless Steel	Doz.	3	908	2724
64	Cup pirich -Cup pirich best quality	Doz.	3	2596	7788
65	Serving Tray -big size best quality	Nos.	2	649	1298
66	Electric Kettle -best quality	Nos.	2	4543	9086
67	Towel -Towel Size 27" X 54" Best Quality	Each	6	974	5844
68	Towel-Towel Size 30" X 60" Best Quality	Each	6	325	1950
69	Dustbin, Waste Bin or equivalent	Nos.	6	130	780
70	Auto Seal -Auto Seal- Best Quality	Nos.	12	389	4668
71	Calling Bell - Best Quality	Nos.	3	1038	3114
72	Toilet Tissue -Toilet Tissue Roll Best Quality	Nos.	26	27	675
73	Water Glass -Best Quality	Doz.	1	1947	1947
74	Kitchen Knife	Nos.	2	195	390
75	Anti-Cutter -Anti Cutter Knife, Big or Equivalent	Nos.	2	55	110
76	Gems Clip =Various color coated plastic body	Packet	25	13	325
77	Office Diary -Office Diary, Inner Pages: 500 sheets,	Nos.	6	389	2334
78	Note Book -(7.5" x 9.5") Note Book With 75 pages	Nos.	10	195	1950
79	Multi plug (High Quality Coper)	Nos.	5	1557	7785
80	Board pin (best quality)	Box	2	195	390

SI NO	Description of Goods/Services	Physical Unit	Quantity	Official Cost Estimate	
				Unit Rate (Tk.) (inc. Vat & Tax)	Amount Tk.
1	2	3	4	5	6 = 4X5
81	Sleeper (Sandal)	Pair.	10	260	2600
82	Register Book (300 Page) (best quality)	Doz.	4	4708	18832
83	Jaynamaz (best quality) Color Green	Nos.	2	1283	2566
84	Stamp Pad Refill (Best Quality)	Doz.	2	2310	4620
85	Fast Aid Box (Best Quality)	Nos.	2	3894	7788
86	Ladder (Best Quality)	Nos.	1	6485	6485
87	Table Glass	Nos.	2	3795	7590
<b>Total Cost:</b>					<b>495000.00</b>

List-03

Motor Vehicle (3258101) \_Repair

SI no	Name of Vehicle	Registration Number	Tantative Estimated Cost in/c VAT and IT
1	Jeep	Dhk-M-Gha-15-1615	200000.00
2	Pick-Up	Dhk-M-Tha-13-3491	150000.00
3	Pick-Up	Dhk-M-Tha-15-7615	350000.00
4	Micro	Dhk-M-Cha-51-6270	150000.00
<b>Total Tk =</b>			<b>850000.00</b>

List-04

Computer and computer accessories (4112202) \_Supply

SI no	Name	Quantity	Estimated Cost in/c VAT and IT
1	Monitor	04 Nos	116000.00
2	Printer	05 Nos	100000.00
3	Scanner	06 Nos	66000.00
4	Multi plug	01 Nos	1500.00
5	Keyboard	05 Nos	4500.00
6	Wifi Router	02 Nos	12000.00
<b>Total Tk =</b>			<b>300000.00</b>

List-05

Office Equipments (4112310) \_Supply

SI no	Name	Quantity	Estimated Cost in/c VAT and IT
1	1800 BTU Air Conditioner	01 Nos	200000.00
2	Oven	03 Nos	85000.00
<b>Total Tk =</b>			<b>285000.00</b>

List-06

Furniture (4112314) \_Supply

Sl no	Name	Quantity	Estimated Cost in/c VAT and IT
1	Sofa Set	02 Set	200000.00
2	Secretariat Table	02 Nos	120000.00
3	Visitors Chair	10 nos	50000.00
4	Almirah	03 nos	75000.00
5	Computer Table	03 nos	50000.00
6	Bookshelf	01 nos	20000.00
7	Table	02 nos	35000.00
Total Tk =			550000.00





## Annual Procurement Plan (Goods)

Ministry/ Division: Local Government Division  
 Agency: Local Government Engineering Department  
 Procuring Entity Name : Additional Chief Engineer, Chattogram Division

Budget: Development  
 FY: 2024-25  
 Financial Code:

Sl. No.	Code	Description of GOODS	Unit	Quantity	Procurement Method	Contract Approving Authority	Source of Funds	Estd. Cost in Tk.	Time Code for process	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total Time to Contract Signature	Time for Completion of Contract		
1	3241101	Travel Expense (Domestic Travel Expense)	Days	As per requirement	DPM	Additional Chief Engineer	GPS	200000	Planned Dates				NA						
							NNGPS	100000	Planned Dates				NA						
									Actual Dates										
2	3258101	Motor Vehicle (Repair)	Nos	List Enclosed- 1	DPM/ RFQ	According to DoFP- Chief Engineer/Additional Chief Engineer	PEDP-4	50000	Planned Dates	3-Nov-24	13-Nov-24	13-Nov-24	17-Nov-24	20-Nov-24	27-Nov-24	26 Days	30 Days		
									Planned Dates				04 Days	03 Days	07 Days				
									Actual Dates				NA						
3	3258102	Furniture (Repair)	Nos	As per Requirement	DPM/ RFQ	According to DoFP- Chief Engineer/Additional Chief Engineer	PEDP-4	100000	Planned Dates	2-Sep-24	12-Sep-24	12-Sep-24	15-Sep-24	18-Sep-24	25-Sep-24	24 Days	30 Days		
							GPS	100000	Planned Dates				03 Days	03 Days	07 Days				
									Actual Dates				NA						
4	4112310	Office Equipment (Supply)	Nos	List Enclosed- 2	DPM/ RFQ	According to DoFP- Chief Engineer/Additional Chief Engineer	PEDP-4	50000	Planned Dates	7-Oct-24	17-Oct-24	17-Oct-24	20-Dec-24	23-Oct-24	30-Oct-24	24 Days	30 Days		
									Planned Dates				03 Days	03 Days	07 Days				
									Actual Dates										
5	3255102	Printing & Binding	Lumsum	As per requirement	DPM	Additional Chief Engineer	PEDP-4	50000	Planned Dates										
									Planned Dates				NA						
									Actual Dates				NA						
Total =									(Including Travel Allowance 300000)										
		DPM		02 Package				3,50,000.00											
		DPM/RFQ		03 Package				3,50,000.00											

*[Signature]*  
 Md Reazul Islam  
 Accountant  
 LGED, Chattogram Division

*[Signature]*  
 Md. Arshad Hossain  
 Executive Engineer  
 LGED, Chattogram Division

*[Signature]*  
 Masum-Al-Mamun  
 Executive Engineer  
 LGED, Chattogram Division

*[Signature]*  
 Md. Arshad Hossain  
 Additional Chief Engineer  
 LGED, Chattogram Division

## Details of List 01,02

List-01

Motor Vehicle (3258101) \_Repair

Sl no	Name of Vehicle	Registration Number	Tantative Estimated Cost in/c VAT and IT
1	Jeep	Dhk-M-Gha-15-1615	50000
Total Tk =			50000.00

List-02

Office Equipments (4112310) \_Supply

Sl no	Name	Quantity	Estimated Cost in/c VAT and IT
1	Table	03 Nos	25000.00
2	Chair	05 Nos	25000.00
Total Tk =			50000.00

