

**Annual Procurement Plan (APP) 2025-2026**

Ministry / Division : Finance Division  
 Procuring Entity Name and Code: Upazila Accounts Office, Fulgazi, Feni; 1090305101650

Package No	Description of Procurement (Goods)	Counting Unit	QTY	Procurement Method and type	Contract Approving Authority	Source of Fund	Estd. Cost (In Thousand tk)	Time cost for process	Not used in Goods	Invite/Advertise for tender	Render opening	Tender evaluation	Approval to Award	Notification to Award	Signing of contract	Total time of contract signature	Completion of contract
1-4	Cleaning items (3211102)	No	As pre Requisition	DPM (Direct cash purchase)	UAO	GOB	22.5	Planned dates			01/07/2025 to 30/09/2025						1 <sup>st</sup> Quarter
							22.5	Actual dates									2 <sup>nd</sup> Quarter
							22.5	Planned dates									3 <sup>rd</sup> Quarter
							22.5	Actual dates									4 <sup>th</sup> Quarter
							22.5	Planned dates									1 <sup>st</sup> Quarter
							22.5	Actual dates									2 <sup>nd</sup> Quarter
							22.5	Planned dates									3 <sup>rd</sup> Quarter
							22.5	Actual dates									4 <sup>th</sup> Quarter
							30	Planned dates									1 <sup>st</sup> Quarter
							30	Actual dates									2 <sup>nd</sup> Quarter
							30	Planned dates									3 <sup>rd</sup> Quarter
							5-8	Computer Equipment (3255101)									No
30	Actual dates	1 <sup>st</sup> Quarter															
30	Planned dates	2 <sup>nd</sup> Quarter															
30	Actual dates	3 <sup>rd</sup> Quarter															
30	Planned dates	4 <sup>th</sup> Quarter															
30	Actual dates	1 <sup>st</sup> Quarter															
30	Planned dates	2 <sup>nd</sup> Quarter															
30	Actual dates	3 <sup>rd</sup> Quarter															
30	Planned dates	4 <sup>th</sup> Quarter															
30	Actual dates	1 <sup>st</sup> Quarter															
30	Planned dates	2 <sup>nd</sup> Quarter															
9-12	Printing & Bindings (3255102)	No	As pre Requisition	DPM (Direct cash purchase)	UAO	GOB			6.25	Planned dates			01/04/2026 to 30/06/2026				
							6.25	Actual dates	1 <sup>st</sup> Quarter								
							6.25	Planned dates	2 <sup>nd</sup> Quarter								
							6.25	Actual dates	3 <sup>rd</sup> Quarter								
							6.25	Planned dates	4 <sup>th</sup> Quarter								
							6.25	Actual dates	1 <sup>st</sup> Quarter								
							6.25	Planned dates	2 <sup>nd</sup> Quarter								
							6.25	Actual dates	3 <sup>rd</sup> Quarter								
							6.25	Planned dates	4 <sup>th</sup> Quarter								
							6.25	Actual dates	1 <sup>st</sup> Quarter								
							6.25	Planned dates	2 <sup>nd</sup> Quarter								



Package No	Description of Procurement (Goods)	Counting Unit	QTY	Procurement Method and type	Contract Approving Authority	Source of Fund	Estd. Cost (In Thousand tk)	Time cost for process		Not used in Goods							Completion of contract														
								Planned dates	Actual dates	Invite/Advertise for tender	Render opening	Tender evaluation	Approval to Award	Notification to Award	Signing of contract	Total time of contract signature															
29-32	Repair and maintenance Office Equipment (3258104)	No	As pre Requisition	DPM (Direct cash purchase)	UAO	GOB	22.5	Planned dates	01/07/2025 to 30/09/2025									1 <sup>st</sup> Quarter													
								Actual dates																							
								Planned dates	01/10/2025 to 31/12/2025															2 <sup>nd</sup> Quarter							
								Actual dates																							
								Planned dates	01/01/2026 to 31/03/2026																3 <sup>rd</sup> Quarter						
								Actual dates																							
								Planned dates	01/04/2026 to 30/06/2026																	4 <sup>th</sup> Quarter					
								Actual dates																							
								Planned dates	01/07/2025 to 30/09/2025																		1 <sup>st</sup> Quarter				
								Actual dates																							
								Planned dates	01/10/2025 to 31/12/2025																			2 <sup>nd</sup> Quarter			
								Actual dates																							
19-22	Office equipment (4112310)	No	As pre Requisition	DPM (Direct cash purchase)	UAO	GOB	40	Planned dates	01/04/2026 to 30/06/2026									4 <sup>th</sup> Quarter													
								Actual dates																							
								Planned dates	01/07/2025 to 30/09/2025																1 <sup>st</sup> Quarter						
								Actual dates																							
								Planned dates	01/10/2025 to 31/12/2025																		2 <sup>nd</sup> Quarter				
								Actual dates																							
								Planned dates	01/01/2026 to 31/03/2026																			3 <sup>rd</sup> Quarter			
								Actual dates																							
								Planned dates	01/04/2026 to 30/06/2026																				4 <sup>th</sup> Quarter		
								Actual dates																							
								23-26	Furniture (4112314)	No	As pre Requisition	DPM (Direct cash purchase)	UAO	GOB	37.5	Planned dates	01/07/2025 to 30/09/2025									1 <sup>st</sup> Quarter					
																Actual dates															
Planned dates	01/10/2025 to 31/12/2025																										2 <sup>nd</sup> Quarter				
Actual dates																															
Planned dates	01/01/2026 to 31/03/2026																												3 <sup>rd</sup> Quarter		
Actual dates																															
Planned dates	01/04/2026 to 30/06/2026																														4 <sup>th</sup> Quarter
Actual dates																															

উপজেনা হিসাবরক্ষণ অফিসার  
ফুলগাজী, ঢাকা

(মোহাম্মদ ইউসুফ)

25/9/2022