

Bangladesh House Building Finance Corporation
Branch Office, Panchagarh.

ANNUAL PROCUREMENT PLAN For The Year 2024-2025

Ministry/Division : Finance Bank & Financial institution

Agency : Bangladesh House Building Finance Corporation

Procuring Entity Name & Code : Branch Manager, Branch Office, Panchagarh.

Project/Programme Name & Code : N/A

Package No	Description of Procurement Package works	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lac Tk.	Time Code for Process	Advertisement for Pre qualification	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	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
1.	Mobile	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.12	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2.	Executive Table	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.50	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
3.	Executive Chair	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.30	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
4.	File cabinet	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.23	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5.	Almera	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.23	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
6.	Book	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.07	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7.	Cup Set	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.02	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Package No	Description of Procurement Package works	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lac Tk.	Time Code for Process	Advertisement for Pre qualification	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	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
8.	Electric Kettle	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.02	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
9.	Glass Set	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.02	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10.	Summer & Winter Liveries for Office Staff	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.08	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
11.	Computer Hardware (Monitor, printer)	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.60	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12.	Repair & Maintenance of Computer Hardware	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.30	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
13.	Papers for print (stationary)	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.25	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
14.	Pen, pencil, staples etc (stationary)	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.07	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
15.	cleaning and sanitizing materials	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.05	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total:							2.86										

D.P: Direct Procurement

A.O: Authorised Officer (Branch/Zonal Manager)

N.B: অফিসের জরুরী প্রয়োজনে APA-তে উল্লিখিত ক্রয় পরিকল্পনায় অফিস প্রধান-এর অনুমোদনক্রমে পরিবর্তন করা যেতে পারে।


২৮/০৭/২৪
মোঃ শাহীন আলম
সিনিয়র অফিসার
বিএইচবিএফসি, পঞ্চগড়।


২৮/০৭/২৪
মোঃ আশুল কাদের চৌধুরী
সুপার ম্যানেজার
বিএইচবিএফসি, পঞ্চগড়।