

Bangladesh House Building Finance Corporation
Branch Office, Dinajpur.

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, Dinajpur.

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 LacTk.	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	0.15	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	1.00	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	0.50	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	0.20	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	0.25	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	0.15	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	0.07	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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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	0.08	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	0.05	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 Stuff	N/A	N/A	D.P	A.O	BHBFC's Own Funds	0.17	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	1.00	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	1.00	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	0.50	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	0.10	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	0.15	Planned Dates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total:							5.37										

D.P: Direct Procurement

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

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

Pro
16.07.24
মোঃ ইবনুল আসিফ জামান
অফিসসার
বিএসটিবিএফসি, শাখা অফিস
দিনাজপুর।

Signature
23.09.23
মোঃ আমিনুল রহমান
শাখা ম্যানেজার (এস.পি.ও)
শাখা অফিস, দিনাজপুর।