



Annual Procurement Plan (APP) for Goods

Fiscal Year: 2025-2026

Ministry/Division : Rural Development & Co-operatives Division
 Agency : Department of Co-operatives
 Procuring Entity Name & Code: Divisional Cooperative Office, Sylhet (138-0202-121144)

Budget: Revenue

Package No	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Est. Cost in Thousand Tk.	Time scale for Process		Not used in GOOTS	Tender/ Advertise Tender	Tender/ decision opening	Tender/ Evaluation	Approval to proceed	Shortlist no of Award/ Work Order	Signing of Contract	Total time to complete Signature	Tn cost of C.
								Planned dates	Actual dates									
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GR-01	Computer Purchase		Desktop 2 laptop 1 printer 3	RFQM	AA	GOB	200	Planned dates Planned days	Actual dates		28.08.25 00	03.09.25 08 days	03.09.25 00	18.09.25 07 days	18.09.25 05 days	Contract sign needed	20 days	40
GR-02	Computer Accessory Purchase		No's	RFQM	AA	GOB	650	Planned dates Planned days	Actual dates		01.10.25 00	08.10.25 08 days	08.10.25 00	18.10.25 07 days	20.10.25 05 days	Contract sign needed	20 days	40
GR-03	Pager, Stationery & Others		15	RFQM	AA	GOB	800	Planned dates Planned days	Actual dates		22.08.25 00	29.08.25 08 days	29.08.25 00	01.09.25 07 days	02.09.25 05 days	Contract sign needed	20 days	40
GR-04	Photocopy Toner		72	RFQM	AA	GOB	200	Planned dates Planned days	Actual dates		02.09.25 00	09.09.25 08 days	09.09.25 00	17.09.25 08 days	22.09.25 05 days	Contract sign needed	21 days	40
GR-05	Office Equipment Purchase		15	RFQM	AA	GOB	750	Planned dates Planned days	Actual dates		10.09.25 00	17.09.25 08 days	17.09.25 00	24.09.25 07 days	29.09.25 05 days	Contract sign needed	20 days	40
GR-06	Furniture Purchase		15	RFQM	AA	GOB	750	Planned dates Planned days	Actual dates		17.09.25 00	24.09.25 08 days	24.09.25 00	01.10.25 07 days	06.10.25 05 days	Contract sign needed	20 days	40

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GR-07	Uniform (Office Sashya & Driver)	-	LS	RFQM	AA	GOD	200	Planned dates	24.09.25	01.10.25	01.10.25	01.10.25	14.10.25	Contract sign needed	23 days	40 days		
								Planned days	00	00 days	00	07 days	06 days					
								Actual dates										
GR-08	Computer Printer Scanner & others	-	150	RFQM	AA	GOD	200	Planned dates	15.10.25	22.10.25	22.10.25	20.10.25	01.11.25	Contract sign needed	20 days	40 days		
								Planned days	00	08 days	00	07 days	05 days					
								Actual dates										
GR-09	Books and periodicals	-	LS	RFQM	AA	GOD	100	As per newspaper bill, requirement & authority's approval.										
GR-10	Motor Vehicles Repairs	-	LS	RFQM	AA	GOD	250	As per instant requirement & authority's approval.										
GR-11	Furniture Repairs	-	LS	RFQM	AA	GOD	200	As per requirement & authority's approval.										
GR-12	Computer Repairs	-	LS	RFQM	AA	GOD	200	As per instant requirement & authority's approval.										
GR-13	Other machinery & equipment repair	-	LS	RFQM	AA	GOD	200	As per instant requirement & authority's approval.										


 Registrar & Director General
 Head of procuring Entity
 Department of co-operatives
 নিয়ন্ত্রণ
 বিভাগ।

29.09.2024
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