

**Revised Annual Procurement Plan (APP)
for Goods
FY: 2024-2025**

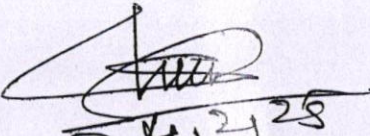
Budget: Revenue

Ministry/Division : Rural Development & Cooperatives Division
 Agency : Department of Cooperatives
 Procuring Entity Unit & Code : Head Office, 1380201

Package no	Description of Procurement package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Esid. Cost in Thousand Tk.	Time Code for Process	Not Used in Goods	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total time of 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
GR-01	Event Management, festival & others day Celebration	-	LS	DPM	HOPE	GOB	4000	-	-	-	-	-	-	-	-	-	-
GR-02	Cleaning Materials	-	LS	CP	HOPE	GOB	400	-	-	-	-	-	-	-	-	-	-
GR-03	Cleaning Service	-	LS	DPM	HOPE	GOB	1800	-	-	-	-	-	-	-	-	-	-
GR-04	Books and Periodicals	-	LS	RFQM	HOPE	GOB	300	Planned Dates		03.11.24	07.11.24	11.11.24	14.11.24	21.11.24	required	18 days	40 days
								Planned Days		0 day	04 days	04 days	03 days	07 days			
								Actual Dates									
GR-05	Books and Periodicals	-	LS	CP	HOPE	GOB	200	-	-	-	-	-	-	-	-	-	-
GR-06	Toner Photocopy Machine & printer	-	60 360	OTM (Framework agreement)	HOPE	GOB	900	Planned Dates		06.11.24	21.11.24	05.12.24	12.12.24	31.12.24	needed	56days	120 days
								Planned Days		0 day	15 days	14 days	07 days	19 days			
								Actual Dates									
GR-07	Toner (Photocopy Machine & printer)	-	LS	CP	HOPE	GOB	300	-	-	-	-	-	-	-	-	-	-

GR-08	Other Expenses (papers A4, Legal, photocopy Paper, Stationary, Materials Items, Cookeries Items)	-	LS	OTM (Framework agreement)	HOPE	GOB	7600	Planned Dates	10.11.24	24.11.24	10.12.24	17.12.24	06.01.25	needed	55days	120 days	
								Planned Days	0 day	14 days	14 days	07 days	20 days				
								Actual Dates									
GR-09	Other Expenses papers A4, Legal, photocopy Paper	-	LS	RFQ	HOPE	GOB	300	Planned Dates	14.11.24	17.11.24	24.11.24	01.12.24	05.12.24	needed	21 days	40 days	
								Planned Days	0 day	03 days	07 days	07 days	04 days				
								Actual Dates									
GR-10	Other Expenses (Miscellaneous)	-	LS	CP	HOPE	GOB	600	-	-	-	-	-	-	-	-	-	
GR-11	Staff Leverage (MLSS, Office Assistance & Driver)	-	LS	RFQM	HOPE	GOB	800	Planned Dates	18.11.24	25.11.24	01.12.24	08.12.24	12.12.24	required	25 days	40 days	
								Planned Days	0 day	07 days	06 days	08 days	04 days				
								Actual Dates									
GR-12	Motor Vehicles (Repair & maintenance)	-	LS	CP	HOPE	GOB	2000	-	-	-	-	-	-	-	-	-	
GR-13	Furniture (Repair & maintenance)	-	LS	CP	HOPE	GOB	1000	-	-	-	-	-	-	-	-	-	
GR-14	Computers (Repair & maintenance)	-	LS	CP	HOPE	GOB	700	-	-	-	-	-	-	-	-	-	
GR-15	Machineries & Equipment (Repair & maintenance)	-	LS	CP	HOPE	GOB	1700	-	-	-	-	-	-	-	-	-	
GR-16	Motor Vehicles (Purchase)	-	01	DPM / OTM	HOPE	GOB	5200	On conditions circulated by Ministry of Finance									
GR-17	Scanner UPS Printer Mouse, Keyboard	30 30 20	-	Total 80	OTM	HOPE	GOB	2200	Planned Dates	24.11.24	09.12.24	24.12.24	31.12.24	20.01.25	needed	57 days	120 days
									Planned Days	0 day	15 days	15 days	07 days	20 days			
									Actual Dates								


GR-18	Laptop & Desktop Computer	-	15	OTM	HOPE	GOB	4500	Planned Dates	28.11.24	12.12.24	26.12.24	02.01.25	22.12.25	needed	56 days	120 days
			25					Planned Days	0 day	14 days	14 days	07 days	21 days			
								Actual Dates								
GR-19	Computers Accessories (Miscellaneous)	-	No's	CP	HOPE	GOB	300	-	-	-	-	-	-	-	-	-
GR-20	Office Equipment Purchase (Sound system, Pabx&Others)	-	No's	OTM	HOPE	GOB	2500	Planned Dates	03.12.24	18.12.24	02.01.25	09.01.25	30.01.25	needed	58 days	120 days
								Planned Days	0 day	15 days	15 days	07 days	21 days			
								Actual Dates								
GR-21	Office Equipment Purchase	-	No's	CP	HOPE	GOB	500	-	-	-	-	-	-	-	-	-
GR-22	Office Equipment Purchase	-	No's	DPM	HOPE	GOB	1100	-	-	-	-	-	-	-	-	-
GR-23	Furniture (Purchase)	-	LS	OTM	HOPE	GOB	2500	Planned Dates	08.12.24	15.12.24	22.12.24	29.12.24	02.01.25	needed	25 days	40 days
								Planned Days	0 day	07 days	07 days	07 days	04 days			
								Actual Dates								
GR-24	Furniture (Purchase)	-	No's	CP	HOPE	GOB	500	-	-	-	-	-	-	-	-	-
GR-25	Software	-	LS	CP	HOPE	GOB	150	-	-	-	-	-	-	-	-	-


 24.12.25
 Registrar & Director General
 (Head of Procuring Entity)
 Department of Co-operatives

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for Service
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SR-1	Selection of a Firm for Hiring of Manpower(Cleaners) Outsourcing	No's	24	OTM	HOPE	GOB	2000	Planned Dates		02.03.25	17.03.25	19.03.25	20.03.25	24.03.25	needed	22 days	40 days
								Planned Days		0 day	15 days	02 days	01 days	04 days			
								Actual Dates									
SR-2	Softwares (Inventory Management Software Development)	-	LS	SSS	HOPE	GOB	450	Planned Dates		14.10.24	21.10.24	28.10.24	31.10.24	05.11.24	needed	22 days	40days
								Planned Days		0 day	07 days	07 days	03 days	05 days			
								Actual Dates									
SR-3	Softwares (Customized)	-	LS	SSS	HOPE	GOB	400	Planned Dates		17.10.24	24.10.24	03.11.24	06.11.24	10.11.24	needed	21 days	40days
								Planned Days		0 day	07 days	07 days	03 days	04 days			
								Actual Dates									


24.2.25
Registrar & Director General
Head of procuring Entity
Department of co-operative