

**Annual Procurement Plan (APP)  
for Goods  
FY: 2025-2026**

**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	Programmed & Festivals	-	LS	DPM	HOPE	GOB	500	-	-	-	-	-	-	-	-	-	-
GR-02	Cleaning Materials	-	LS	DPM	HOPE	GOB	400	-	-	-	-	-	-	-	-	-	-
GR-03	Cleaning Materials & others	-	LS	CP	HOPE	GOB	300										
GR-04	Books and Periodicals	-	LS	RFQM	HOPE	GOB	300	Planned Dates		07.08.25	11.08.25	17.08.25	21.08.25	28.08.25	required	21 days	40 days
								Planned Days		0 day	04 days	06 days	04 days	07 days			
								Actual Dates									
GR-05	Books and Periodicals	-	LS	CP	HOPE	GOB	200	-	-	-	-	-	-	-	-	-	-
GR-06	Computer Accessories (Toner Photocopy Machine & printer)	-	LS	CP	HOPE	GOB	300	-	-	-	-	-	-	-	-	-	-
GR-07	Staff Leverage ( MLSS, Office Assistance & Driver)	-	LS	OTM (Framework agreement)	HOPE	GOB	700	Planned Dates		10.08.25	17.08.25	24.08.25	31.08.25	04.09.25	required	25 days	40 days
								Planned Days		0 day	07 days	07 days	07 days	04 days			
								Actual Dates									

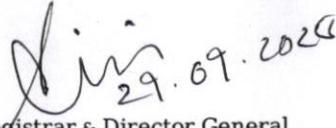
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GR-08	Motor Vehicles Repair & maintenance	-	LS	DPM	HOPE	GOB	800	-	-	-	-	-	-	-	-	-	-
GR-09	Motor Vehicles Repair & maintenance (Others)	-	LS	CP	HOPE	GOB	700	-	-	-	-	-	-	-	-	-	-
GR-10	Furniture (Repair & maintenance)	-	LS	DPM	HOPE	GOB	500	-	-	-	-	-	-	-	-	-	-
GR-11	Furniture Repair & maintenance (Others)	-	LS	CP	HOPE	GOB	200	-	-	-	-	-	-	-	-	-	-
GR-12	Computers Repair & maintenance	-	LS	DPM	HOPE	GOB	500	-	-	-	-	-	-	-	-	-	-
GR-13	Computers Repair & maintenance (Others)	-	LS	CP	HOPE	GOB	200	-	-	-	-	-	-	-	-	-	-
GR-14	Machineries & Equipment (Repair & maintenance)	-	LS	DPM	HOPE	GOB	1000	-	-	-	-	-	-	-	-	-	-
GR-15	Machineries & Equipment (Others)	-	LS	CP	HOPE	GOB	500	-	-	-	-	-	-	-	-	-	-
GR-16	Others Expenses (Miscellaneous)	-	LS	DPM	HOPE	GOB	1000	-	-	-	-	-	-	-	-	-	-
GR-17	Others Expenses (Miscellaneous)	-	LS	RFQM	HOPE	GOB	300	Planned Dates	20.08.25	24.08.25	31.08.25	07.09.25	14.09.25	required	25 days	40 days	
								Planned Days	0 day	04 days	07 days	07 days	07 days				
								Actual Dates									
GR-18	Others Expenses (Miscellaneous)	-	LS	CP	HOPE	GOB	700	-	-	-	-	-	-	-	-	-	-
GR-19	Motor Vehicles (Purchase)	-	LS	OTM	HOPE	GOB	5200	On conditions circulated by Ministry of Finance									

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GR-20	Computers Accessories (Laptop, Desktop Computer Printer)	-	No's	OTM	HOPE	GOB	1800	Planned Dates	17.08.25	31.08.25	14.09.25	24.09.25	06.10.25	needed	50 days	120 days
								Planned Days	0 day	14 days	14 days	10 days	12 days			
								Actual Dates								
GR-21	Computers Accessories (Miscellaneous)	-	No's	DPM	HOPE	GOB	200	-	-	-	-	-	-	-	-	-
GR-22	Office Equipment (Interactive Panel)	-	No's	DPM	HOPE	GOB	1000	-	-	-	-	-	-	-	-	-
GR-23	Office Equipment (Filter)	-	No's	RFQM	HOPE	GOB	300	Planned Dates	24.08.25	31.08.25	07.09.25	14.09.25	21.09.25	required	28 days	40 days
								Planned Days	0 day	07 days	07 days	07 days	07 days			
								Actual Dates								
GR-24	Office Equipment (Electrical Accessories)	-	No's	RFQM	HOPE	GOB	300	Planned Dates	03.08.25	13.08.25	20.08.25	25.08.25	31.08.25	required	28 days	40 days
								Planned Days	0 day	10 days	07 days	05 days	06 days			
								Actual Dates								
GR-25	Office Equipment (Others)	-	No's	DPM	HOPE	GOB	300	-	-	-	-	-	-	-	-	-
GR-26	Office Equipment ( Photocopy Machine, AC & Others )	-	LS	OTM	HOPE	GOB	2700	Planned Dates	15.10.25	30.10.25	13.11.25	26.11.25	07.12.25	needed	53 days	120 days
								Planned Days	0 day	15 days	14 days	13 days	11 days			
								Actual Dates								
GR-27	Office Equipment Purchase	-	No's	DPM	HOPE	GOB	400	-	-	-	-	-	-	-	-	-
GR-28	Furniture Purchase	-	LS	OTM	HOPE	GOB	2500	Planned Dates	07.09.25	17.09.25	24.09.25	29.09.25	05.10.25	needed	28 days	40 days
								Planned Days	0 day	10 days	07 days	05 days	06 days			
								Actual Dates								

GR-29	Furniture Purchase	-	LS	RFQM	HOPE	GOB	300	Planned Dates		05.10.25	12.10.25	19.10.25	26.10.25	02.11.25	required	28 days	40 days
								Planned Days		0 day	07 days	07 days	07 days	07 days			
								Actual Dates									
GR-30	Furniture (Purchase)	-	No's	DPM	HOPE	GOB	200	-	-	-	-	-	-	-	-	-	-

  
 29.09.2024  
 Registrar & Director General  
 Head of Procuring Entity  
 Department of Co-operatives

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SR-01	Programmed & Festivals (Selection of Event Management)	-	LS	LCS	HOPE	GOB	3000	Planned Dates		17.08.25	31.08.25	15.09.25	28.09.25	12.10.25	needed	56 days	120 days
								Planned Days		0 day	14 days	15 days	13 days	14 days			
								Actual Dates									
SR-02	Software's	-	LS	DPM	HOPE	GOB	300	Planned Dates		14.10.25	21.10.25	28.10.25	31.10.25	05.11.25	needed	22 days	40days
								Planned Days		0 day	07 days	07 days	03 days	05 days			
								Actual Dates									
SR-03	Software's	-	LS	CP	HOPE	GOB	200	-	-	-	-	-	-	-	-	-	-

*[Signature]*  
29.09.2020  
Registrar & Director General  
Head of procuring Entity  
Department of Co-operatives