

**Annual Procurement Plan (APP) for Goods  
Financial Year: 2024-2025**

**Budget: Revenue**

**Ministry/Division : Rural Development & Co-operatives  
Agency : Department of Co-operatives  
Procuring Entity Unite & Code : Upajjala Cooperative Office, Dighimala, Khagrachhari Hill District.**



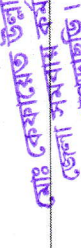
Package No	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Thousand TK.	Time code for Process	Not used in GOODS	Invite/Advertises Tender	Tender Opening	Tender Evaluation	Approval to Award	Signing of Contract	Notification of Award	Total time to Contract Signature	Time for Completion of Contract
1							8	9	10	11	12	13	14	15	16	17	18
GD-1	Computer Toner [3255101]	No's	4	RFQM	UCO, Dighimala, Khagrachhari	Govt	30										
								As per instant requirement									
GD-2	Other Expenses Stationary Materials [3255105]	No's	15	RFQM	UCO, Dighimala, Khagrachhari	Govt	40	Planned Dates	-	20 oct 2024	27 oct 2024	27 oct 2024	04 Nov 2024	09 Nov 2024	Not Needed	21 days	36 days
								Planned Day	-	0 day	7 days	1 day	7 days	5 days			
								Actual Dates	-	-	-	-	-	-			
GD-3	Furniture (Repair & Maintenance) [3258102]	LS	15	DPM	UCO, Dighimala, Khagrachhari	Govt	20										
								As per instant requirement									
GD-4	Computers and office Equipment (Repair & Maintenance) [3258103]	LS	15	DPM	UCO, Dighimala, Khagrachhari	Govt	60										
								As per instant requirement									
GD-5	Other Expenses Michmart(3258105)	LS	15	DPM	UCO, Dighimala, Khagrachhari	Govt	40										
								As per instant requirement									
GD-6	Computer & Accessories (purchase) [4112202]	No's	1	RFQM	UCO, Dighimala, Khagrachhari	Govt	50	Planned Dates	-	01 Dec 2024	08 Dec 2024	08 Dec 2024	15 Dec 2024	20 Dec 2024	Not Needed	18 days	38 days
								Planned Day	-	0 day	7 days	1 day	7 days	3 days			
								Actual Dates	-	-	-	-	-	-			

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Package No	Description of Procurement Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Est. Cost in Thousand TK.	Time code for Process	Not used in GOODS	Invite/ Advertis Tender	Tender Opening	Tender Evaluation	Approval to Award	Signing of Contract	Notification of Award	Total time to Contract Signature	Time for Completion of Contract
1		3	4		6	7	8	9	10	11	12	13	14	15	16	17	18
GD-7	Furniture purchase (4112314)	No's	LS	RFQM	UCC, Dighimala, Khagrachari	Govt	75	Planned Dates	-	10 Jan 2025	17 Jan 2025	17 Jan 2025	24 Jan 2025	31 Jan 2025	Not Needed	18 days	38 days
								Planned Day	-	0 day	7 days	1 day	7 days	3 days			
								Actual Dates	-	-	-	-	-	-			
GD-8	Training (3231301)	No's	LS	RFQM	UCC, Dighimala, Khagrachari	Govt	150										
GD-9	Office Rent (3211129)	No's	-	-	UCC, Dighimala, Khagrachari	Govt	1										
GD-10	Petrol, Oil & Lubricants (3243101)	-	-	-	UCC, Dighimala, Khagrachari	Govt	10										
GD-11	Motor Vehicles Repairs (3258101)	No's	-	-	UCC, Dighimala, Khagrachari	Govt	30										
GD-12	Internet, Fax, Telex (3211117)	-	-	-	UCC, Dighimala, Khagrachari	Govt	30										
GD-13	Telephone	-	-	-	UCC, Dighimala, Khagrachari	Govt	6										
GD-14	Electricity (3211113)	-	-	-	UCC, Dighimala, Khagrachari	Govt	6										



(Triratan Chakma)  
 Upajila Co-Operative Officer  
 Dighinala, Khagrachari.



(Mishuk Chakma)  
 Assistant Inspector  
 Upajila Co-Operative Office  
 Dighinala, Khagrachari.



(Rimjhim Chakma)  
 Assistant Inspector  
 Upajila Co-Operative Office  
 Dighinala, Khagrachari.

মোঃ কেফায়েত উল্লাহ খান  
 জেলা সমবায় কর্মকর্তা  
 খাগড়াছড়ি।