

Annual Procurement Plan (APP) for Goods (Revised)
Financial Year: 2025-2026

Ministry/Division : Rural Development & Co-operatives Division
: Department of Co-operatives

Budget: Revenue Agency

Procuring Entity Name & Code: Upajjala Cooperative Office, Laxmichari, Khagrachari (138-0203-121153)

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/ Advertis Tender	Tender/ Quotation Opening	Tender/ Quotation Evaluation	Approval to Award	Signing of Contract	Notification of Award/ Work Order	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
GD1	Office Rent (3211129)	No's	—	—	UCO, Laxmi	Govt	220.8										
								As per Office Rent Bill									
GD2	Office Equipment (4112310)	No's	AR	RFQ	UCO, Laxmi	Govt	50	Planned dates		10.10.23	23.10.23	23.10.23	31.10.23	Not needed	07.11.23	00	
								Planned days		00	14 days	00	07 days	00	07 days	28 days	40 days
								Actual dates									
GD3	Printer Toner, Cookeries & other related items (3255105)	No's	AR	CP/RFQ	UCO, Laxmi	Govt	20	Planned dates		10.10.23	23.10.23	23.10.23	31.10.23	Not needed	07.11.23	00	
								Planned days		00	14 days	00	07 days	00	07 days	28 days	40 days
								Actual dates									
								Planned days		00	14 days	00	07 days	00	07 days	28 days	40 days
								Actual dates									

[Signature]
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মোঃ মোকাম্মান
উপজেলা সমবায় অফিসার (অ.দা.)
পল্লীছড়ি, ঝগড়াছড়ি পার্বত্য জেলা।

GD4	Computer accessories (3255101)	No's	AR	CP/ RFQ	UCO, Laxmi	Govt	20	As per instant requirement.
GD5	Motor vehicle repair (3258101)	No's	AR	CP/ RFQ	UCO, Laxmi	Govt	20	As per instant requirement.
GD6	Computer Repairs (3258103)	No's	AR	CP/ RFQ	UCO, Laxmi	Govt	20	As per requirement.
GD7	Furniture Repairs (3258102)	No's	AR	CP/ RFQ	UCO, Laxmi	Govt	20	As per requirement.
GD8	Machinery & equipment repair (3258105)	No's	AR	CP/ RFQ	UCO, Laxmi	Govt	15	As per requirement.
GD9	Gas & Fuel (3243102)	-	-	-	UCO, Laxmi	Govt	100	As per requirement.
GD10	Stamps (3211119)	-	-	-	UCO, Laxmi	Govt	08	As per requirement.
GD11	Telephone (3211120)	-	-	-	UCO, Laxmi	Govt	12	As per Telephone Bill.
GD12	Internet, Fax & Telex (3211117)	-	-	-	UCO, Laxmi	Govt	18	As per Internet, Fax & Telex Bill.
GD13	Electricity (3211113)	-	-	-	UCO, Laxmi	Govt	20	As per Electricity Bill.




(Tanay Malla)
Assistant Inspector
Upajjila Co-Operative Office
Laxmichari, Khagrachari

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26/09/2023

মুহাম্মদ মুজিব উর রহমান খাঁন
জেলা সমবায় কর্মকর্তা
খাগড়াছড়ি পার্বত্য জেলা



29/09/2023

(Md. Lukman)
Upajjila Co-Operative Officer
Laxmichari, Khagrachari