

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

Ministry/Division : Rural Development & Co-operatives Division  
 : Department of Co-operatives  
 Procuring Entity Name & Code: Upajjila Cooperative Office, Mohalchhari, Khagrachari (138-0203-121153)


Budget: Revenue Agency


Package No	Description of Procurement Package	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Thousand TL	Time code for Process	Not used in GOODS	Invite/ Advertis/ Tender	Tender/ Quotation Opening	Tender/ Quotation Evdasa lion	Approval to Award	Signing of Contract	Notification of Award/ Work Order	Total time to Contract Signature	Time for completion of Contract
G01	Office Rent (3211129)	No's	4	5	UCO, Mohal	Govt	220.8	9	10	11	12	13	14	15	16	17	18
As per Office Rent Bill																	
G02	Office Equipment (4112310)	No's	AR	RFQ	UCO, Mohal	Govt	50	Planned dates		10.10.23	23.10.23	23.10.23	31.10.23	Not needed	07.11.23	08	
								Planned days		00	14 days	00	07 days	00	07 days	28 days	40 days
								Actual dates									
G03	Prioter, Toner, Cookeries & other related items (3255105)	No's	AR	CP/RFQ	UCO, Mohal	Govt	20	Planned dates		10.10.23	23.10.23	23.10.23	31.10.23	Not needed	07.11.23	08	
								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									

*(Handwritten signature)*

*(Handwritten initials)*

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

  
 20.10.2025  
 (Diponkor Tripura)  
 Assistant Inspector  
 Upajjala Co-Operative Office  
 Mohalchari, Khagrachari

  
 23.07.2025  
 (Md. Alamgir Hossen)  
 Upajjala Co-Operative Officer  
 Mohalchari, Khagrachari