

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

Budget : Revenue

Ministry/Division : Rural Development & Co-operatives Division

Agency : Development & Co-operatives

Procuring Entity Name & Code : Upazila Co-operative Office, Nangalkot, Cumilla

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/ Adverties Tender	Tender/ Quotation Opening	Tender/ Quotation Eevaluation	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
01	Electricity 3211113	No's	--	--	HOPE	Govt	8										As Per Office Electricity Bill
02	Internet 3211117	No's	AR	--	HOPE	Govt	12										As Per Office Internet Bill
03	Postal Ticket 3211119	No's	AR		HOPE	Govt	.6										As Per Requirement
04	Telephone 3211120	No's	--	--	HOPE	Govt	3										As Per Resident & Non-Resident Telephone Bill
05	Office Rent 3211129	No's	--	--	HOPE	Govt	3.6										As Per Office Rent Bill
06	Training Exp. 3231301	No's	AR	CP	HOPE	Govt	30										As per Instant Requirement & Training Policies
07	Petrol, Oil & Lubricant 3243101	--	--	--	HOPE	Govt	24										As Per Requirement
08	Computer Accessories (Tonar) 3255101	No's	AR	CP	HOPE	Govt	10										As per Instant Requirement
9	Stationery, Paper & Sweeper 3255105	No's	AR	CP	HOPE	Govt	15										As Per Instant Requirement, Office Paper Bill & Sweeper Bill

10	Staff Leverage 3256106	No's	AR	RFQ	HOPE	Govt	7	Planned Dates		03/09/24	15/09/24	15/09/24	24/09/24	Not Needed	29/09/24	--	--
								Planned Days		00	14	00	7	--	7	28	40
								Actual Dates									
11	Innovation 3257105	No's	--	CP	HOPE	Govt	8	As per Instant Requirement									
12	Motor Vehicles Repairs 3258101	LS	LS	CP	HOPE	Govt	10	As per Instant Requirement									
13	Furniture Repairs 3258102	LS	LS	CP	HOPE	Govt	10	As Per Requirement									
14	Computer Repairs 3258103	LS	LS	CP	HOPE	Govt	10	As per Instant Requirement									
15	Computer Purchase 4112202	o's	4	RFQ	HOPE	Govt	60	Planned Dates		12/11/24	26/11/24	26/11/24	05/12/24	Not Needed	11/12/24	--	--
								Planned Days		00	15	00	7	---	7	29	40
								Actual Dates									
16	Office Equipment Purchase 4112310	No's	AR	RFQ/CP	HOPE	Govt	50	Planned Dates		14/11/24	28/11/24	28/11/24	05/12/24	Not Needed	12/12/24	--	--
								Planned Days		00	15	00	7	--	7	30	40
								Actual Dates									
17	Furniture Purchase 4112314	No's	5	RFQ/CP	HOPE	Govt	30	Planned Dates		14/11/24	28/11/24	28/11/24	05/12/24	Not Needed	12/12/24	--	--
								Planned Days		00	15	00	7	--	7	30	40
								Actual Dates									

Sd/-
(Mohammed Zamal Hossain)
Upazila Co-operatigve Officer
Nangalkot, Cumilla