

Annual Procurement Plan (APP) for Goods
Financial Year: 2023-24

Ministry/Division : Rural Development & Co-operatives Division
Agency : Department of Co-operatives
Procuring Entity Name & Code: Upazila Cooperative Office, Rowanchari, Bandarban (138-0203-121153)

Budget: Revenue

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 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, Rowanchari, B/Ban	Govt	12	As per Office Rent Bill.										
GD2	Office Equipment (4112310)	No's	AR	RFQ	UCO, Rowanchari, B/Ban	Govt	60	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	Photocopy Toner, Cookeries & other related items (3255105)	No's	AR	CP/RFQ	UCO, Rowanchari, B/Ban	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										
GD4	Computer accessories & toner (3255101)	No's	AR	CP/RFQ	UCO, Rowanchari, B/Ban	Govt	15	As per instant requirement.										


 (Mahbubor rahman)
 Upazila Co-Operative Officer
 Rowanchari, Bandarban

GD5	Motor vehicle repair (3258101)	No's	AR	CP/ RFQ	UCO, Rowanchari, B/Ban	Govt	40	As per instant requirement.
GD6	Computer Repairs (3258103)	No's	AR	CP/ RFQ	UCO, Rowanchari, B/Ban	Govt	15	As per requirement.
GD7	Furniture Repairs (3258102)	No's	AR	CP/ RFQ	UCO, Rowanchari, B/Ban	Govt	15	As per requirement.
GD8	Machinery & equipment repair (3258105)	No's	AR	CP/ RFQ	UCO, Rowanchari, B/Ban	Govt	15	As per requirement.
GD9	Gas & Fuel (3243102)	--	--	--	DCO, B/Ban	Govt	40	As per requirement.
GD10	Telephone (3211120)	--	--	--	DCO, B/Ban	Govt	5	As per Telephone Bill.
GD11	Internet, Fax & Telex (3211117)	--	--	--	DCO, B/Ban	Govt	20	As per Internet, Fax & Telex Bill.
GD12	Electricity (3211113)	--	--	--	DCO, B/Ban	Govt	10	As per Electricity Bill.



(Mahbubor rahman)
Upazila Co-Operative Officer
Rowanchari, Bandarban