

**Annual Procurement Plan (APP) for Goods**  
**Financial Year: 2025-26**

ডায়েরী নং : ০৭৭  
তারিখ : ২২/৭/২৫  
নথি নং : ২৬০.২৯  
Budget: Revenue

Ministry/Division : Rural Development & Co-operatives Division  
Agency : Department of Co-operatives  
Procuring Entity Name & Code: Upazila Cooperative Office, Thanchi-1380204121258

| 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/ Advertise Tender | Tender/ Quotation Opening | Tender/ Quotation Evaluation | Approval to Award | Notification of Award | Signing of Contract | 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                              |
| GR-01      | Purchase Computer & Instrument (4112202)      | -    | Laptop-1<br>Scanner-1<br>Router-1<br>Modem-1 | CP/RFQ                    | AA                           | GOB             | 130                        | Planned dates  |                   | 25.09.25                 | 04.10.25                  | 04.10.25                     | 11.10.25          | 16.10.25              | Not needed          | -                                | 22 days                         |
|            |   |      |  |                           |                              |                 |                            | Planned days   |                   | 00                       | 10 days                   | 00                           | 07 days           | 05 days               |                     |                                  |                                 |
|            |   |      |  |                           |                              |                 |                            | Actual dates   |                   |                          |                           |                              |                   |                       |                     |                                  |                                 |
| GR-02      | Purchase of Office Accessories (4112310)      | -    | LS   | CP/RFQ                    | AA                           | GOB             | 50                         | Planned dates  |                   | 27.10.25                 | 02.11.25                  | 02.11.25                     | 09.11.25          | 16.11.25              | Not needed          | -                                | 21 days                         |
|            |   |      |  |                           |                              |                 |                            | Planned days   |                   | 00                       | 7 days                    | 00                           | 07 days           | 07 days               |                     |                                  |                                 |
|            |   |      |  |                           |                              |                 |                            | Actual dates   |                   |                          |                           |                              |                   |                       |                     |                                  |                                 |
| GR-03      | Furniture Purchase (4112314)                  | -    | Table-02<br>Chair(Foam)-04                   | CP/RFQ                    | AA                           | GOB             | 40                         | Planned dates  |                   | 22.11.25                 | 28.11.25                  | 28.11.25                     | 05.12.25          | 10.12.25              | Not needed          | -                                | 19 days                         |
|            |   |      |  |                           |                              |                 |                            | Planned days   |                   | 00                       | 7 days                    | 00                           | 7 days            | 5 days                |                     |                                  |                                 |
|            |   |      |  |                           |                              |                 |                            | Actual dates   |                   |                          |                           |                              |                   |                       |                     |                                  |                                 |
| GR-4       | Motor Vehicles Repair & Maintenance (3258101) | -    | LS   | CP                        | AA                           | GOB             | 12                         | As Per Instant Office Requirement & Authority's Approval |                   |                          |                           |                              |                   |                       |                     |                                  |                                 |
| GR-05      | Furniture Repair & Maintenance (3258102)      | -    | LS   | CP                        | AA                           | GOB             | 10                         | As Per Instant Office Requirement & Authority's Approval |                   |                          |                           |                              |                   |                       |                     |                                  |                                 |
| GR-06      | Computer Repair & Maintenance (3258103)       | -    | LS   | CP                        | AA                           | GOB             | 13                         | As Per Instant Office Requirement & Authority's Approval |                   |                          |                           |                              |                   |                       |                     |                                  |                                 |
| GR-07      | Purchase of Computer Accessories (3255101)    | -    | LS   | CP                        | AA                           | GOB             | 15                         | As Per Instant Office Requirement & Authority's Approval |                   |                          |                           |                              |                   |                       |                     |                                  |                                 |
| GR-08      | Cookeries & Other Related Items (3255105)     | -    | LS   | CP                        | AA                           | GOB             | 45                         | As Per Instant Office Requirement & Authority's Approval |                   |                          |                           |                              |                   |                       |                     |                                  |                                 |

অনুমোদিত  
২২/৭/২৫  
(ফাতেমা বেগম)  
জেলা সমবায় অফিসার  
বান্দরবান পার্বত্য জেলা।

২২/৭/২৫  
মহাবই চিঃ মাথা  
উপজেলা সমবায় কর্মকর্তা (সং:নং)  
ধানচি, বান্দরবান পার্বত্য জেলা।