

**Annual Procurement Plan (APP)
for Goods
FY: 2025-2026**

Ministry/Division : Rural Development & Cooperatives Division
Agency : Department of Cooperatives
Procuring Entity Unit & Code : Upazella co-operative Office, Hatibandha, Lalmonirhat

Package no	Description of Procurement package WORKS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Esid Cost in Million Tk.	Time Code for Process	Not Rsd in Goods	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval 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
GD-01	Cleaning Materials	-	LS	DPM	DCO	GOB	0.012	As per instant requirerient									
GD-02	Computer Materials (Printer Toner & Photocopier Toner)	-	12	DPM	DCO	GOB	0.012	As per instant requirerient									
GD-03	Other Stationary (papers A4, Legal & Other Stationary Items)	-	LS	RFQ/DPM	DCO	GOB	0.050	Planned Dates		05.01.25	14.01.25	14.01.25	15.01.25	15.01.25	N/A	N/A	31 days
								Planned Days		O day	10 days	10 days	11 days	11 days			
								Actual Dates									
GD-04	Furniture (Repair & Maintenance)	-	LS	DPM	DCO	GOB	0.020	As per instant requirerient									
GD-05	Computers (Repair & maintenance)	-	LS	DPM	DCO	GOB	0.025	As per instant requirerient									
GD-06	Machineries & Equipment (Repair & maintenance)	-	LS	DPM	DCO	GOB	0.012	As per instant requirerient									
GD-07	Computers & Accessories Desktop Computer-01, Lazer Printer-01,	-	1	RFQ	DCO	GOV	0.10	Planned Dates		20.08.24	28.08.24	28.08.24	29.08.24	29.08.24	N/A	N/A	31 days
								Planned Days		0 day	9 days	9 days	10 days	10 days			
								Actual Dates		অনুমোদিত							

মোঃ মাহমুদ ইসলাম
জেলা সমবায় অফিসার (ভারঃ)
লালমনিরহাট।

মুহাঃ ইউনুস আলী
উপজেলা সমবায় অফিসার
হাতীবাঁকা, লালমনিরহাট।

GD-8	Office Equipment IPS	-	1	RFQ	DCO	GOV	0.060	Planned Dates		20.08.24	28.08.24	28.08.24	29.08.24	29.08.24	N/A	N/A	31 days
								Planned Days		0 day	9 days	9 days	10 days	10 days			
								Actual Dates									
GD-9	Furniture Visitor Chair-6, Book shelf-01, Computer Table-01, Side Rack-01	-	9	RFQ	DCO	GOV	0.060	Planned Dates		20.08.24	28.08.24	28.08.24	29.08.24	29.08.24	N/A	N/A	31 days
								Planned Days		0 day	9 days	9 days	10 days	10 days			
								Actual Dates									

অনুমোদিত

মোঃ মাহবুব ইসলাম
জেলা সমবায় অফিসার (ভারঃ)
লালমনিরহাট।

মুহঃ ইউনুছ আলী
উপজেলা সমবায় অফিসার
হাতীবান্ধা, লালমনিরহাট।