

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

Ministry/Division : Rural Development & Cooperatives Division  
Agency : Department of Cooperatives  
Procuring Entity Unit & Code : Upozila co-operative Office, Kurigram Sadar, Kurigram 1380204

Package no	Description of Procurement package WORKS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estimated Cost in thousand Tk.	Time Code for Process	Not Used in Goods	Invited/ Advertisement 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	Number	LS	DPM	DCO	GOB	20										
GD-02	Books and Periodicals	Number	LS	DPM	DCO	GOB	10										
GD-03	Computer Materials (Printer Toner & Photocopier Toner)	Number	22	DPM	DCO	GOB	30										
GD-04	Other Stationary (papers A4, Legal & Other Stationary Items)	Number	LS	RFQM/DPM	DCO	GOB	150										
GD-05	Motor Vehicles (Repair & maintenance)	Number	LS	RFQM/DPM	DCO	GOB	30										
GD-06	Motor Jan (Petrol oil & Lubriants)	Liter	400	DPM	DCO	GOB	40										
GD-07	Furniture (Repair & Maintenance)	Number	LS	DPM	DCO	GOB	25										
GD-08	Computers (Repair & maintenance)	Number	LS	RFQM/DPM	DCO	GOB	60										
GD-09	Machineries & Equipment (Repair & maintenance)	Number	LS	DPM	DCO	GOB	100										
As per instant requirement																	
As per instant requirement																	
As per instant requirement																	
As per instant requirement																	
As per instant requirement																	

GD -10	Computers & Accessories Laptop-01, Desktop Computer-03, Lazer Printer-02, Colour Printer-01	Number	7	RFQM	DCO	GOB	450	Planned Dates	Planned Days	Actual Dates	Planned Dates	Planned Days	Actual Dates	Planned Days	Actual Dates	Planned Days	Actual Dates	N/A	N/A	31 days							
								20.08.25	0 day	28.08.25											9 days	28.08.25	9 days	31.08.25	12 days	31.08.25	12 days
GD -11	Office Equipment IPS-01, Ceiling fan-03, Wall sun fan-4, LED Smart TV, 75 Inch-01, Conference Audio System (with 9 fixed microphone & 2 wirelessmicrophome	Number	9	RFQM	DCO	GOB	150	Planned Dates	Planned Days	Actual Dates	Planned Dates	Planned Days	Actual Dates	Planned Days	Actual Dates	Planned Days	Actual Dates	N/A	N/A	31 days							
								20.08.25	0 day	28.08.25											9 days	28.08.25	9 days	31.08.25	12 days	31.08.25	12 days
								28.08.25	9 days	28.08.25											9 days	31.08.25	12 days	31.08.25	12 days		
								31.08.25	12 days	31.08.25											12 days						
GD -12	Furniture Visitor Chair-6, Executive Chair-03, Executive Table-03, Book shelf-02, Wodden chair-01, Wodden wall rack-01, Steel Almirah-02, Computer Table-03, Side Rack-02	Number	23	RFQM	DCO	GOB	330	Planned Dates	Planned Days	Actual Dates	Planned Dates	Planned Days	Actual Dates	Planned Days	Actual Dates	Planned Days	Actual Dates	N/A	N/A	31 days							
								20.08.25	0 day	28.08.25											9 days	28.08.25	9 days	31.08.25	12 days	31.08.25	12 days
								28.08.25	9 days	28.08.25											9 days	31.08.25	12 days	31.08.25	12 days		
								31.08.25	12 days	31.08.25											12 days						

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Upozila Co-operative Officer  
Kurigram Sadar, Kurigram.

সোঃ আতিকুর রহমান  
জেলা সবার্গ অফিসার (সহকারী)  
কুড়িগ্রাম।