

**Revenue Budget
Annual Procurement Plan 2025-2026**

Ministry/Division: Finance Division, Controller General of Accounts
Procuring Entity Name: Upazilla Accounts Office, Hatibandha, Lalmonirhat.

Package no	Description of Procurement Package (Goods)	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estd. cost in Hundred TK.	Time Code for Process	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Singing of Contract	Time for Contact	Comments
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
GR1	Procurement of Cleaning items (3211102)	As per requirement	Direct Cash Purchase	UAO	GOB	100	planned dates actual dates		01/07/2025 to 30/09/2025						1st Quarter
GR2	Procurement of Computer Equipments (3255101)	As per requirement	Direct Cash Purchase	UAO	GOB	200	planned dates actual dates		01/07/2025 to 30/09/2025						1st Quarter
GR3	Printing & Binding (3255102)	As per requirement	Direct Cash Purchase	UAO	GOB	50	planned dates actual dates		01/07/2025 to 30/09/2025						1st Quarter
GR4	Procurement of Stamp & Seal (3255104)	As per requirement	Direct Cash Purchase	UAO	GOB	10	planned dates actual dates		01/07/2025 to 30/09/2025						1st Quarter
GR5	Procurement of Others Stationary (3255105)	As per requirement	Direct Cash Purchase	UAO	GOB	200	planned dates actual dates		01/07/2025 to 30/09/2025						1st Quarter
GR6	Procurement of Computer & accessories (4112202)	As per requirement	RFQ	UAO	GOB	-	planned dates actual dates		01/07/2025 to 30/09/2025						1st Quarter
GR7	Procurement of Office equipment (4112310)	As per requirement	RFQ	UAO	GOB	500	planned dates actual dates		01/07/2025 to 30/09/2025						1st Quarter ০৯টি রেজিস্ট্রার, ০৯টি ওয়ার্ডার সিস্টেম এবং ০৯টি ওয়াল ফোন ক্রয়ের জন্য।
GR8	Procurement of Furniture (4112314)	As per requirement	RFQ	UAO	GOB	300	planned dates actual dates		01/07/2025 to 30/09/2025						1st Quarter ক্রয় এবং টেন্ডার প্রক্রিয়া জন্য।
GR9	Procurement of Cleaning items (3211102)	As per requirement	Direct Cash Purchase	UAO	GOB	100	planned dates actual dates		01/10/2025 to 31/12/2025						2nd Quarter
GR10	Printing & Binding (3255102)	As per requirement	Direct Cash Purchase	UAO	GOB	50	planned dates actual dates		01/10/2025 to 31/12/2025						

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
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GR11		Procurement of Computer Equipments (3255101)	As per requirement	Direct Cash Purchase	UAO	GOB	200	planned dates actual dates			01/10/2025 to 31/12/2025					2 nd Quarter
GR12		Procurement of Stamp & Seal (3255104)	As per requirement	Direct Cash Purchase	UAO	GOB	10	planned dates actual dates			01/10/2025 to 31/12/2025					2 nd Quarter
GR13		Procurement of Others Stationary (3255105)	As per requirement	Direct Cash Purchase	UAO	GOB	200	planned dates actual dates			01/10/2025 to 31/12/2025					2 nd Quarter
GR14		Procurement of Office equipment (4112310)	As per requirement	Direct Cash Purchase	UAO	GOB	-	planned dates actual dates			01/10/2025 to 31/12/2025					2 nd Quarter
GR14		Procurement of Furniture (4112314)	As per requirement	RFQ	UAO	GOB	-	planned dates actual dates			01/10/2025 to 31/12/2025					2 nd Quarter
GR15		Procurement of Cleaning items (3211102)	As per requirement	Direct Cash Purchase	UAO	GOB	100	planned dates actual dates			01/01/2026 to 31/03/2026					3 rd Quarter
GR16		Printing & Binding (3255102)	As per requirement	Direct Cash Purchase	UAO	GOB	50	planned dates actual dates			01/01/2026 to 31/03/2026					3 rd Quarter
GR17		Procurement of Computer Equipments (3255101)	As per requirement	Direct Cash Purchase	UAO	GOB	150	planned dates actual dates			01/01/2026 to 31/03/2026					3 rd Quarter
GR18		Procurement of Stamp & Seal (3255104)	As per requirement	Direct Cash Purchase	UAO	GOB	10	planned dates actual dates			01/01/2026 to 31/03/2026					3 rd Quarter
GR19		Procurement of Others Stationary (3255105)	As per requirement	Direct Cash Purchase	UAO	GOB	200	planned dates actual dates			01/01/2026 to 31/03/2026					3 rd Quarter
GR20		Procurement of Computer & accessories (4112202)	As per requirement	RFQ	UAO	GOB	-	planned dates actual dates			01/01/2026 to 31/03/2026					3 rd Quarter
GR21		Procurement of Office	As per requirement	Direct Cash Purchase	UAO	GOB	-	planned dates			01/01/2026 to 31/03/2026					3 rd Quarter

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equipment (4112310)						actual dates										
GR22 Procurement of Furniture (4112314)	As per requirement	Direct Cash Purchase	UAO	GOB	-	planned dates			01/01/2026 to 31/03/2026							3rd Quarter
GR23 Procurement of Cleaning items (3211102)	As per requirement	Direct Cash Purchase	UAO	GOB	100	actual dates			01/04/2026 to 30/06/2026							4th Quarter
GR24 Procurement of Stamp & Seal (3255104)	As per requirement	Direct Cash Purchase	UAO	GOB	10	planned dates			01/04/2026 to 30/06/2026							4th Quarter
GR25 Procurement of Computer Equipments (3255101)	As per requirement	Direct Cash Purchase	UAO	GOB	200	actual dates			01/04/2026 to 30/06/2026							4th Quarter
GR26 Procurement of Others Stationary (3255105)	As per requirement	Direct Cash Purchase	UAO	GOB	20	planned dates			01/04/2026 to 30/06/2026							4th Quarter
GR27 Printing & Binding (3255102)	As per requirement	Direct Cash Purchase	UAO	GOB	50	actual dates			01/04/2026 to 30/06/2026							4th Quarter
GR28 Procurement of Computer & accessories (4112202)	As per requirement	RFQ	UAO	GOB	600	planned dates			01/04/2026 to 30/06/2026							4th Quarter
GR29 Procurement of Office equipment (4112310)	As per requirement	Direct Cash Purchase	UAO	GOB	-	actual dates			01/04/2026 to 30/06/2026							4th Quarter
GR30 Procurement of Furniture (4112314)	As per requirement	Direct Cash Purchase	UAO	GOB	200	planned dates			01/04/2026 to 30/06/2026							4th Quarter
						actual dates										4th Quarter



(মোঃ সিরাজুল ইসলাম)
উপজেলা হিসাবরক্ষণ কর্মকর্তা
হাতীবান্দা, লালমনিরহাট।
মোবা: ০১৩১৮৩৮০৭০৮