

Revenue Budget  
Annual Procurement Plan 2024-25

Ministry/Division: Finance Division, Controller General of Accounts.  
Procurement Entity Name: Upazila Accounts Office, Sauria, Manikganj.



Package no	Description of package Procurement (goods)	Qty	Procurement method and type	Contract approving authority	Source of fund	Budget (hundred)	Time for process	Invitation/ Advertisement of Tender	Tender opening	Tender Evaluation	Approval to award	Notification of Award	Signing of contract	Time for contract	Estimated cost in hundred taka				Comment
															1 <sup>st</sup> quarter	2 <sup>nd</sup> quarter	3 <sup>rd</sup> quarter	4 <sup>th</sup> quarter	
GR1	cleaning items (3211102)	As per requirements	Direct cash purchase	UAO	GOB	300	Planned dates	(1 <sup>st</sup> quarter-01/07/24-30/09/24), (2 <sup>nd</sup> quarter-01/10/24-31/12/24), (3 <sup>rd</sup> quarter-01/01/24-31/03/24)							75	75	75	75	
GR2	Computer equipments (3253101)	As per requirements	Direct cash purchase	UAO	GOB	600	Planned dates	(1 <sup>st</sup> quarter-01/07/24-30/09/24), (2 <sup>nd</sup> quarter-01/10/24-31/12/24), (3 <sup>rd</sup> quarter-01/07/24-31/03/24)							150	150	150	150	
GR3	Stamp & seal (3253104)	As per requirements	Direct cash purchase	UAO	GOB	50	Planned dates	(1 <sup>st</sup> quarter-01/07/24-30/09/24), (2 <sup>nd</sup> quarter-01/10/24-31/12/24), (3 <sup>rd</sup> quarter-01/01/24-31/03/24)							25		25		
GR4	Other stationary (3253105)	As per requirements	Direct cash purchase	UAO	GOB	600	Planned dates	(1 <sup>st</sup> quarter-01/07/24-30/09/24), (2 <sup>nd</sup> quarter-01/10/24-31/12/24), (3 <sup>rd</sup> quarter-01/01/24-31/03/24)							150	150	150	150	
GR5	Other equipment (4112310)	As per requirements	Direct cash purchase	UAO	GOB	430	Planned dates	(1 <sup>st</sup> quarter-01/07/24-30/09/24), (2 <sup>nd</sup> quarter-01/10/24-31/12/24), (3 <sup>rd</sup> quarter-01/01/24-31/03/24)							300		130		
GR6	Furniture (4112314)	As per requirements	Direct cash purchase	UAO	GOB	430	Planned dates	(1 <sup>st</sup> quarter-01/07/24-30/09/24), (2 <sup>nd</sup> quarter-01/10/24-31/12/24), (3 <sup>rd</sup> quarter-01/01/24-31/03/24)							300		130		

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 উপজেলা হিসাবরক্ষণ কর্মকর্তা  
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