

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
সমাজসেবা অধিদফতর
বিভাগীয় সমাজসেবা কার্যালয়, সিলেট
www.dss.sylhetdiv.gov.bd

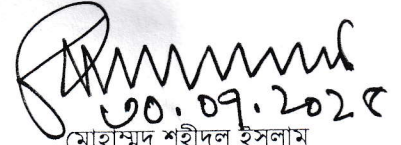
স্মারক নম্বর: ৪১.২৮.০০০০.০০০.০৫.০০১.২৪.৭৫

তারিখ: ৩০ জুলাই ২০২৫

বিষয়: বিভাগীয় সমাজসেবা কার্যালয়, সিলেট এর ২০২৫-২৬ অর্থবছরের বার্ষিক ক্রয় পরিকল্পনা (Annual Procurement Plan APP) প্রেরণ।

উপর্যুক্ত বিষয়ের পরিপ্রেক্ষিতে বিভাগীয় সমাজসেবা কার্যালয়, সিলেট এর ২০২৫-২৬ অর্থবছরের বরাদ্দপ্রাপ্ত অর্থ হতে বার্ষিক ক্রয় পরিকল্পনা (Annual Procurement Plan APP) প্রস্তুতপূর্বক মহোদয়ের সদয় অবগতি ও পরিবর্তী ব্যবস্থার জন্য এতদসঙ্গে প্রেরণ করা হলো।

সংযুক্তি: বার্ষিক ক্রয় পরিকল্পনা ২০২৫-২৬ অর্থবছর- ~~৪~~ (৪) পাতা।


৩০.০৭.২০২৫
মোহাম্মদ শহীদুল ইসলাম
পরিচালক
বিভাগীয় সমাজসেবা কার্যালয়, সিলেট

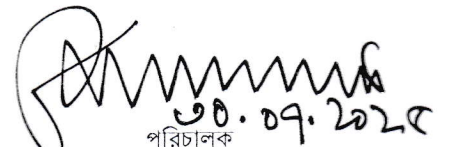
মহাপরিচালক
সমাজসেবা অধিদফতর, ঢাকা

স্মারক নম্বর: ৪১.২৮.০০০০.০০০.০৫.০০১.২৪.৭৫ (১)

তারিখ: ৩০ জুলাই ২০২৫

সদয় জ্ঞাতার্থে:

১. পরিচালক (প্রশাসন ও অর্থ), সমাজসেবা অধিদফতর, ঢাকা


৩০.০৭.২০২৫
পরিচালক
বিভাগীয় সমাজসেবা কার্যালয়, সিলেট

Annual Procurement Plan (APP) 2025-2026

Ministry/Division : Ministry of Social Welfare/Department of Social Services
 Agency Name and Code : Divisional Social Services Office, Sylhet and 1290216
 Procurement Entity Name and Code : Mohammad Shahidul Islam, Director (Additional Charge) and 1290216-138606
 In Thousand taka

package no.	Description of Procurement Package (Goods)	Unit	Quantity	Procurement Method and Type	Contract Approving Authority	Source of Fund	Est. cost (in Thousand Taka)	Time code for process	Not used in GOODS	Invite/ Advertise Tender	Tender opening	Tender Evaluation	Approval to award	Notification of award	Signing of contract	Total Time to contract Signature	Time for completion of contract
1																	
GD 1	Refurbishment Cost Code:3211106	Number	As per requirement	DPM	HOPE (Director)	GOB	108	Every month planned days Actual Dates	-	Every month	Every month 20/08/2025	Every month 18/09/2025	Every month 29/10/2025	Every month 27/11/2025	Every month 28/12/2025		
GD 2	Seminar/Conference Code:3211111	Number	As per requirement	DPM/RFQ	HOPE (Director)	GOB	316	Two Months planned days Actual Dates	-	-	Aug-25	7/10/2025	-	Jan-26 12/12/2026	-		
GD 3	Electricity Code:3211113	Number	As per requirement	DPM	HOPE (Director)	GOB	268	Every month planned days Actual Dates	-	Every month	Every month 6/8/2025	Every month 7/9/2025	Every month 7/10/2025	Every month 5/11/2025	Every month 7/12/2025		
GD 4	Courier Code:3211116	Number	As per requirement	DPM	HOPE (Director)	GOB	22	Every month planned days Actual Dates	-	Every month	Every month 28/08/2025	Every month 24/09/2025	Every month 29/10/2025	Every month 27/11/2025	Every month 30/12/2025		
GD 5	Internet/Fax/Telux Code:3211117	Number	As per requirement	DPM	HOPE (Director)	GOB	135	Every month planned days Actual Dates	-	Every month	Every month 28/08/2025	Every month 28/09/2025	Every month 29/10/2025	Every month 25/11/2025	Every month 28/12/2025		
GD 6	Postal Code:3211119	Number	As per requirement	DPM	HOPE (Director)	GOB	4	One Month planned days Actual Dates	-	Every month	Every month 25/8/2025	Every month 30/9/2025	Every month 29/10/2025	Every month 30/11/2025	Every month 31/12/2025		
GD 7	Telephone Code:3211120	Number	As per requirement	DPM	HOPE (Director)	GOB	135	Every month planned days Actual Dates	-	Every month	Every month 27/8/2025	Every month 30/9/2025	Every month 29/10/2025	Every month 30/11/2025	Every month 31/12/2025		
GD 8	Publicity and Advertising Code:3211125	Number	As per requirement	DPM/RFQ	HOPE (Director)	GOB	22	Three Months planned days Actual Dates	-	-	5/10/25	-	1/12/25	-	1/3/26		
GD 9	Audio-Video/Cinema Code:3211126	Number	As per requirement	DPM	HOPE (Director)	GOB	27	Two Months planned days Actual Dates	-	-	-	Sep-25 11/9/2025	-	-	Apr-26 22/04/2026		
GD 10	Books and Periodicals Code:3211127	Number	As per requirement	DPM	HOPE (Director)	GOB	36	Two Months planned days Actual Dates	-	-	Oct-25 22/10/2025	-	-	-	Jan-26 15/01/2026		

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GD 11	Publications Code:3211128	Number	As per requirement	RFQ	HOPE (Director)	GOB	72	One Month planned days Actual Dates	-	-	-	-	-	-	Apr-26	-	-
GD 12	Office Building Rent Code: 3211129	Number	As per requirement	DPM	HOPE (Director)	GOB	1358	Every month planned days Actual Dates	-	Every month 1/7/2025	Every month 3/8/2025	Every month 1/9/2025	Every month 5/10/2025	Every month 3/11/2025	Every month 1/12/2025	-	28/04/2026
GD 13	Outsourcing Code:3211131	Number	As per requirement	DPM	HOPE (Director)	GOB	552	Every month planned days Actual Dates	-	Every month 7/11/2025	Every month 8/8/2025	Every month 7/9/2025	Every month 7/10/2025	Every month 6/11/2025	Every month 7/12/2025	-	-
GD 14	Training Code:3231301	Number	As per requirement	DPM/RFQ	HOPE (Director)	GOB	436	Three month planned days Actual Dates	-	-	24/8/2025	-	9/12/2025	-	9/12/2025	-	9/12/2025
GD 15	Petrol/Oil and Lubricant Code: 3243101	Number	As per requirement	DPM	HOPE (Director)	GOB	300	Every month planned days Actual Dates	-	Every month 1/7/2025	Every month 3/8/2025	Every month 1/9/2025	Every month 5/10/2025	Every month 2/11/2025	Every month 1/12/2025	-	-
GD 16	Travel Expenses Code:3244101	Number	As per requirement	DPM	HOPE (Director)	GOB	736	Every month planned days Actual Dates	-	Every month 28/07/2025	Every month 28/08/2025	Every month 30/09/2025	Every month 30/10/2025	Every month 30/11/2025	Every month 30/12/2025	-	-
GD 17	Travel Expenses for Transfer Code:3244102	Number	As per requirement	DPM	HOPE (Director)	GOB	156	Every month planned days Actual Dates	-	-	-	-	-	-	-	-	-
GD 18	Computer Accessories Code:3255101	Number	As per requirement	DPM/RFQ	HOPE (Director)	GOB	190	Every month planned days Actual Dates	-	-	Aug-25	Sep-25	-	Nov-25	Dec-25	-	-
GD 19	Printing and Binding Code:3255102	Number	As per requirement	DPM	HOPE (Director)	GOB	38	Three Months planned days Actual Dates	-	-	Aug-25	-	Dec-25	-	Mar-26	-	-
GD 20	Stamp and Seal Code:3255104	Number	As per requirement	DPM	HOPE (Director)	GOB	9	Two Months planned days Actual Dates	-	-	-	Sep-25	-	-	Apr-25	-	-
GD 21	Other stationaries Code:3255105	Number	As per requirement	DPM/RFQ	HOPE (Director)	GOB	715	Every month planned days Actual Dates	-	Every month 18/08/2025	Every month 10/9/2025	Every month 9/10/2025	Every month 13/11/2025	Every month 9/12/2025	-	-	-
GD 22	Dress Code: 3256106	Number	As per requirement	DPM	HOPE (Director)	GOB	21	One Month planned days Actual Dates	-	-	-	-	May-26	-	-	-	-
GD 23	Researce	Number	As per requirement	DPM	HOPE	GOB	260	Every month	-	-	-	-	-	-	Jan-26	-	-

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	Code:3257103	Number	As per requirement		(Director)			planned days Actual Dates	*	*	*	*	*	*	*	19/01/2025	
GD 24	Festival/Festivals Code: 3257301	Number	As per requirement	DPM	HOPE (Director)	GOB	260	Every month planned days Actual Dates	*	Aug-25	Oct-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	
								planned days Actual Dates	*	05/08/2025 21/08/2025	01/10/2025 15/10/2025	03/12/2025 16/12/2025	27/1/2026	07/02/2026 21/02/2026	26/03/2026	02/04/2026 14/04/2026	
GD 25	Motor Vehicle Repair Code:3258101	Number	As per requirement	DPM	HOPE (Director)	GOB	204	Actual Dates Three Months planned days	-	-	8/7/2025	-	-	Dec-25	Mar-26	Mar-26	
								Actual Dates	-	-	-	-	-	-	-	-	-
GD 26	Furniture Code:3258102	Number	As per requirement	DPM/RFQM	HOPE (Director)	GOB	81	Three Months planned days Actual Dates	-	-	Oct-25	-	Dec-25	-	Apr-26	Apr-26	
								planned days Actual Dates	-	9/10/2024	-	-	17/12/2025	-	13/04/2026	-	
GD 27	Computer Repair Code:3258103	Number	As per requirement	DPM/RFQM	HOPE (Director)	GOB	122	Every month planned days Actual Dates	*	Every month 18/08/2025	Every month 9/10/2025	Every month 10/9/2025	Every month 13/11/2025	Every month 14/11/2025	Every month 13/04/2026	Every month 13/04/2026	
								planned days Actual Dates	-	-	-	9/11/2025	-	-	22/04/2026	-	
GD 28	Other Machinery and Equipments Repair Code:3258105	Number	As per requirement	DPM	HOPE (Director)	GOB	81	Two Months planned days Actual Dates	-	-	-	-	Nov-25	-	Mar-26	Mar-26	
								planned days Actual Dates	-	-	-	-	Nov-25	-	Feb-26	-	
GD 29	Telecommunication Equipments Repair Code:3258126	Number	As per requirement	DPM	HOPE (Director)	GOB	81	Two Months planned days Actual Dates	-	-	-	-	17/11/2025	-	13/2/2026	-	
								planned days Actual Dates	-	-	-	-	17/11/2025	-	13/2/2026	-	
GD 30	Motor Vehicle Maintenance Code:3258140	Number	As per requirement	DPM	HOPE (Director)	GOB	300	Every month planned days Actual Dates	*	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26		
								planned days Actual Dates	*	11/2/2026	18/03/2026	18/03/2026	19/03/2026	19/03/2026	19/03/2026		
GD 31	Sports Grant Code:3821110	Number	As per requirement	DPM/RFQ	HOPE (Director)	GOB	800	One Month planned days Actual Dates	*	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26		
								planned days Actual Dates	*	11/2/2026	18/03/2026	18/03/2026	19/03/2026	19/03/2026	19/03/2026		
GD 32	Cultural Grant Code:3821115	Number	As per requirement	DPM/RFQ	HOPE (Director)	GOB	640	One Month planned days Actual Dates	*	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26		
								planned days Actual Dates	*	11/2/2026	18/03/2026	18/03/2026	19/03/2026	19/03/2026	19/03/2026		
GD 33	Stipend/scholarship	Number	As per requirement	DPM	HOPE (Director)	GOB	50	One Month planned days Actual Dates	*	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26		
								planned days Actual Dates	*	11/2/2026	18/03/2026	18/03/2026	19/03/2026	19/03/2026	19/03/2026		

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	Code:3821117		ent					planned days	-	-	-	-	-	-	23/4/2026		
GD 34	Information and Communication Technology Equipments Code:4112201	Number	As per requirement	RFQ	HOPE (Director)	GOB	250	Actual Dates One Month planned days Actual Dates	-	-	-	-	-	-	Jan-26 28/01/2026		
GD 35	Computer and Computer Related Accessories Code:4112202	Number	As per requirement	DPM/RFQ/M	HOPE (Director)	GOB	160	One month planned days Actual Dates	-	Dec-25 3/12/2025	Dec-25 11/12/2025	Dec-25 18/12/2025	Dec-25 21/12/2025	Dec-25 23/12/2025	Dec-25	31/12/2025	
GD 36	Electricity Equipments Code:4112303	Number	As per requirement	DPM/RFQ	HOPE (Director)	GOB	135	Every month planned days Actual Dates	-	Every month 18/08/2025	Every month 9/10/2025	Every month 10/9/2025	Every month 13/11/2025	Every month 14/12/2025	Every month 12/3/2026		
GD 37	Furniture Code:4112314	Number	As per requirement	DPM/RFQ	HOPE (Director)	GOB	135	ONE month planned days Actual Dates	-	Dec-25 3/12/2025	Dec-25 11/12/2025	Dec-25 18/12/2025	Dec-25 21/12/2025	Dec-25 23/12/2025	Dec-25	31/12/2025	
GD 38	Other Machinery and Equipments Code:4112316	Number	As per requirement	DPM/RFQ	HOPE (Director)	GOB	1350	Two Months planned days Actual Dates	-	-	-	Dec-25 11/12/2025	-	-	Mar-26 19/03/2026		

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এস.এম. আজহার হোসেন
সরকারী পরিচালক
বিত্তীয় সমাধানেবা কার্যালয়, সিলেট

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নিবাস রতন শর্মা
উপসহকারী
বিত্তীয় সমাধানেবা কার্যালয়, সিলেট

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৩০.০৭.২০২৫

খাহামদ শহীদুল ইসলাম
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