

# **Annual Procurement Plan**

## **FY 2026-2027**

*Office of the Deputy Commissioner, Khulna*

## APP Summary

| <b>Procurement Method</b> | <b>No. of Packages (Goods)</b> | <b>Estimated Cost (in Million Taka)</b> | <b>Allotment (in Million Taka)</b> | <b>Re-appropriation (in Million Taka)</b> |
|---------------------------|--------------------------------|-----------------------------------------|------------------------------------|-------------------------------------------|
| <b>OTM</b>                | <b>7</b>                       | <b>8.5</b>                              | <b>13.5</b>                        | <b>0.7</b>                                |
| <b>RFQ</b>                | <b>6</b>                       | <b>2.3</b>                              |                                    |                                           |
| <b>DPM</b>                | <b>2</b>                       | <b>2</b>                                |                                    |                                           |
| <b>Total</b>              | <b>15</b>                      | <b>12.8</b>                             |                                    |                                           |

**Note:**

- The remaining amount of **Million Tk. 0.2** under the sub-head **Computer and Accessories (4112202)** may be Re-appropriated.
- The remaining amount of **Million Tk. 0.2** under the sub-head **Telecommunication Equipments (4112204)** may be Re-appropriated.
- The remaining amount of **Million Tk. 0.2** under the sub-head **Electrical Consumable (4112303)** may be Re-appropriated.
- The remaining amount of **Million Tk. 0.1** under the sub-head **Computer Consumables (3255101)** may be Re-appropriated.

## Annual Procurement Plan for the FY 2026-2027

Ministry: Ministry of Public Administration  
 Agency: Office of the Deputy Commissioner, Khulna  
 Procuring Entity Name: Deputy Commissioner, Khulna

Budget: Operational

| Package No. & Economic Code            | Description of Procurement Package GOODS                                                                     | Unit | Quantity | Procurement Method & Type       | Contract Approving Authority | Source of Funds | Estimated Cost (in million Tk.) | 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                                      | 2                                                                                                            | 3    | 4        | 5                               | 6                            | 7               | 8                               | 9                     | 10                | 11                       | 12             | 13                | 14                | 15                    | 16                  | 17                               | 18                              |
| GR-1<br>Computer Consumables (3255101) | Supply of Printer Toner and Cartridges                                                                       | No.  | 150      | RFQ                             | Deputy Commissioner, Khulna  | GOB             | 0.5                             | Planned Dates         | -                 | 23/08/26                 | 30/08/26       | 30/08/26          | 31/08/26          | 02/09/26              | 02/09/26            | -                                | -                               |
|                                        |                                                                                                              |      |          |                                 |                              |                 |                                 | Planned Days          |                   | 0                        | 7              | 0                 | 1                 | 2                     | 0                   | 10                               | 20                              |
|                                        |                                                                                                              |      |          |                                 |                              |                 |                                 | Actual Dates          |                   | -                        | -              | -                 | -                 | -                     | -                   | -                                | -                               |
| GR-2<br>Computer Consumables (3255101) | Supply of Printer Ribbons, Print Heads, Photocopier Toner/Cartridges and Other Related Accessories           | No.  | 80       | RFQ                             | Deputy Commissioner, Khulna  | GOB             | 0.5                             | Planned Dates         | -                 | 04/02/27                 | 11/02/27       | 11/02/27          | 13/02/27          | 14/02/27              | 14/02/27            | -                                | -                               |
|                                        |                                                                                                              |      |          |                                 |                              |                 |                                 | Planned Days          |                   | 0                        | 7              | 0                 | 2                 | 1                     | 0                   | 10                               | 18                              |
|                                        |                                                                                                              |      |          |                                 |                              |                 |                                 | Actual Dates          |                   | -                        | -              | -                 | -                 | -                     | -                   | -                                | -                               |
| GR-3<br>Printing and Binding (3255102) | Printing, Binding and Supply of Notebooks, Diaries, Registers, Brochures and Other Related Printed Materials | No.  | 1200     | OTM (NCT)                       | Deputy Commissioner, Khulna  | GOB             | 0.65                            | Planned Dates         | -                 | 08/09/26                 | 30/09/26       | 01/10/26          | 04/10/26          | 11/10/26              | 15/10/26            | -                                | -                               |
|                                        |                                                                                                              |      |          |                                 |                              |                 |                                 | Planned Days          |                   | 0                        | 22             | 1                 | 3                 | 7                     | 4                   | 37                               | 50                              |
|                                        |                                                                                                              |      |          |                                 |                              |                 |                                 | Actual Dates          |                   | -                        | -              | -                 | -                 | -                     | -                   | -                                | -                               |
| GR-4<br>Other stationery (3255105)     | Supply of Office Stationery and Related Items                                                                | No.  | 8000     | OTM (NCT) (Framework agreement) | Deputy Commissioner, Khulna  | GOB             | 3.5                             | Planned Dates         | -                 | 17/08/26                 | 09/09/26       | 16/09/26          | 24/09/26          | 27/09/26              | 29/09/26            | -                                | -                               |
|                                        |                                                                                                              |      |          |                                 |                              |                 |                                 | Planned Days          |                   | 0                        | 24             | 07                | 08                | 3                     | 2                   | 44                               | 310                             |
|                                        |                                                                                                              |      |          |                                 |                              |                 |                                 | Actual Dates          |                   | -                        | -              | -                 | -                 | -                     | -                   | -                                | -                               |

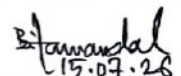
  
 15.07.26  
 Md. Anwar Sadat  
 Nezarat Deputy Collector  
 Khulna

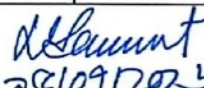
  
 15.07.26  
 Bitan Kumar Mandal  
 Additional Deputy Commissioner (General)  
 Khulna

  
 20/09/2025  
 Hoore Jannat  
 Deputy Commissioner  
 Khulna

| Annual Procurement Plan for the FY 2026-2027                                                                                                           |                                                                                    |      |          |                           |                              |                 |                                 |                       |                   |                                                                                                                                         |                |                   |                   |                       |                     |                                  |                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|------|----------|---------------------------|------------------------------|-----------------|---------------------------------|-----------------------|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------|-------------------|-----------------------|---------------------|----------------------------------|---------------------------------|
| Ministry: Ministry of Public Administration<br>Agency: Office of the Deputy Commissioner, Khulna<br>Procuring Entity Name: Deputy Commissioner, Khulna |                                                                                    |      |          |                           |                              |                 |                                 |                       |                   | Budget: Operational                                                                                                                     |                |                   |                   |                       |                     |                                  |                                 |
| Package No. & Economic Code                                                                                                                            | Description of Procurement Package GOODS                                           | Unit | Quantity | Procurement Method & Type | Contract Approving Authority | Source of Funds | Estimated Cost (in million Tk). | 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                                                                                                                                                      | 2                                                                                  | 3    | 4        | 5                         | 6                            | 7               | 8                               | 9                     | 10                | 11                                                                                                                                      | 12             | 13                | 14                | 15                    | 16                  | 17                               | 18                              |
| GR-5<br>Other stationery<br>(3255105)                                                                                                                  | Supply of Various Consumable and Related Items                                     | No.  | 6000     | DPM                       | Deputy Commissioner, Khulna  | GOB             | 1.5                             | Planned Dates         |                   | The Procurement will be processed under the Direct Procurement method in accordance with rule 100 of the Public Procurement Rules, 2025 |                |                   |                   |                       |                     | -                                | -                               |
|                                                                                                                                                        |                                                                                    |      |          |                           |                              |                 |                                 | Planned Days          |                   |                                                                                                                                         |                |                   |                   |                       |                     |                                  |                                 |
|                                                                                                                                                        |                                                                                    |      |          |                           |                              |                 |                                 | Actual Dates          |                   |                                                                                                                                         |                |                   |                   |                       |                     |                                  |                                 |
| GR-6<br>Uniforms<br>(3256106)                                                                                                                          | Supply of Uniforms & and Related Items                                             | Set  | 100      | OTM                       | Deputy Commissioner, Khulna  | GOB             | 0.75                            | Planned Dates         | -                 | 11/12/26                                                                                                                                | 07/01/27       | 11/01/27          | 18/01/27          | 20/01/27              | 21/01/27            | -                                | -                               |
|                                                                                                                                                        |                                                                                    |      |          |                           |                              |                 |                                 | Planned Days          |                   | 0                                                                                                                                       | 27             | 4                 | 7                 | 2                     | 1                   | 41                               | 70                              |
|                                                                                                                                                        |                                                                                    |      |          |                           |                              |                 |                                 | Actual Dates          |                   | -                                                                                                                                       | -              | -                 | -                 | -                     | -                   | -                                | -                               |
| GR-7<br>Computers and Accessories<br>(4112202)                                                                                                         | Supply of Desktop Computers, Laptops and Related Services                          | Set  | 5        | RFQ                       | Deputy Commissioner, Khulna  | GOB             | 0.5                             | Planned Dates         | -                 | 23/08/26                                                                                                                                | 27/08/26       | 27/08/26          | 27/08/26          | 30/08/26              | 31/08/26            | -                                | -                               |
|                                                                                                                                                        |                                                                                    |      |          |                           |                              |                 |                                 | Planned Days          |                   | 0                                                                                                                                       | 5              | 0                 | 0                 | 3                     | 1                   | 09                               | 20                              |
|                                                                                                                                                        |                                                                                    |      |          |                           |                              |                 |                                 | Actual Dates          |                   | -                                                                                                                                       | -              | -                 | -                 | -                     | -                   | -                                | -                               |
| GR-8<br>Computers and Accessories<br>(4112202)                                                                                                         | Supply of Computer Accessories and Related Services                                | No.  | 200      | RFQ                       | Deputy Commissioner, Khulna  | GOB             | 0.5                             | Planned Dates         | -                 | 07/01/27                                                                                                                                | 12/01/27       | 13/01/27          | 14/01/27          | 14/01/27              | 14/01/27            | -                                | -                               |
|                                                                                                                                                        |                                                                                    |      |          |                           |                              |                 |                                 | Planned Days          |                   | 0                                                                                                                                       | 5              | 1                 | 1                 | 0                     | 0                   | 07                               | 20                              |
|                                                                                                                                                        |                                                                                    |      |          |                           |                              |                 |                                 | Actual Dates          |                   | -                                                                                                                                       | -              | -                 | -                 | -                     | -                   | -                                | -                               |
| GR-9<br>Computers and Accessories<br>(4112202)                                                                                                         | Supply of Printers and Related Services                                            | No.  | 12       | OTM                       | Deputy Commissioner, Khulna  | GOB             | 0.3                             | Planned Dates         | -                 | 04/02/27                                                                                                                                | 26/02/27       | 28/02/27          | 01/03/27          | 06/03/27              | 12/03/27            | -                                | -                               |
|                                                                                                                                                        |                                                                                    |      |          |                           |                              |                 |                                 | Planned Days          |                   | 0                                                                                                                                       | 22             | 02                | 1                 | 05                    | 06                  | 36                               | 60                              |
|                                                                                                                                                        |                                                                                    |      |          |                           |                              |                 |                                 | Actual Dates          |                   | -                                                                                                                                       | -              | -                 | -                 | -                     | -                   | -                                | -                               |
| GR-10<br>Telecommunication Equipments<br>(4112204)                                                                                                     | Supply and Installation of Telecommunication and Network Equipment and Accessories | No.  | 180      | RFQ                       | Deputy Commissioner, Khulna  | GOB             | 0.1                             | Planned Dates         | -                 | 20/12/26                                                                                                                                | 27/12/26       | 27/12/26          | 28/12/26          | 30/12/26              | 30/12/26            | -                                | -                               |
|                                                                                                                                                        |                                                                                    |      |          |                           |                              |                 |                                 | Planned Days          |                   | 0                                                                                                                                       | 7              | 0                 | 1                 | 2                     | 0                   | 10                               | 22                              |
|                                                                                                                                                        |                                                                                    |      |          |                           |                              |                 |                                 | Actual Dates          |                   | -                                                                                                                                       | -              | -                 | -                 | -                     | -                   | -                                | -                               |

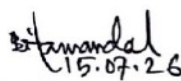
  
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| Annual Procurement Plan for the FY 2026-2027                                                                                                           |                                                                                      |      |          |                           |                              |                 |                                 |                       |                   | Budget: Operational                                                                                                                     |                |                   |                   |                       |                     |                                  |                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|------|----------|---------------------------|------------------------------|-----------------|---------------------------------|-----------------------|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------|-------------------|-----------------------|---------------------|----------------------------------|---------------------------------|
| Ministry: Ministry of Public Administration<br>Agency: Office of the Deputy Commissioner, Khulna<br>Procuring Entity Name: Deputy Commissioner, Khulna |                                                                                      |      |          |                           |                              |                 |                                 |                       |                   |                                                                                                                                         |                |                   |                   |                       |                     |                                  |                                 |
| Package No. & Economic Code                                                                                                                            | Description of Procurement Package GOODS                                             | Unit | Quantity | Procurement Method & Type | Contract Approving Authority | Source of Funds | Estimated Cost (in million Tk). | 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                                                                                                                                                      | 2                                                                                    | 3    | 4        | 5                         | 6                            | 7               | 8                               | 9                     | 10                | 11                                                                                                                                      | 12             | 13                | 14                | 15                    | 16                  | 17                               | 18                              |
| GR-11<br>Electrical Equipment (4112303)                                                                                                                | Supply of Electrical Lighting, Fans and Related Accessories and Services             | No.  | 600      | DPM                       | Deputy Commissioner, Khulna  | GOB             | 0.5                             | Planned Dates         | -                 | The Procurement will be processed under the Direct Procurement method in accordance with rule 100 of the Public Procurement Rules, 2025 |                |                   |                   |                       |                     | -                                | -                               |
|                                                                                                                                                        |                                                                                      |      |          |                           |                              |                 |                                 | Planned Days          |                   |                                                                                                                                         |                |                   |                   |                       |                     | -                                | -                               |
|                                                                                                                                                        |                                                                                      |      |          |                           |                              |                 |                                 | Actual Dates          |                   |                                                                                                                                         |                |                   |                   |                       |                     | -                                | -                               |
| GR-12<br>Electrical Equipment (4112303)                                                                                                                | Supply of Electrical Wiring, Switching and Protection Materials and Related Services | No.  | 120      | OTM                       | Deputy Commissioner, Khulna  | GOB             | 1.0                             | Planned Dates         | -                 | 14/12/26                                                                                                                                | 05/01/27       | 11/01/27          | 18/01/27          | 20/01/27              | 21/01/27            | -                                | -                               |
|                                                                                                                                                        |                                                                                      |      |          |                           |                              |                 |                                 | Planned Days          |                   | 0                                                                                                                                       | 22             | 5                 | 7                 | 2                     | 1                   | 37                               | 75                              |
|                                                                                                                                                        |                                                                                      |      |          |                           |                              |                 |                                 | Actual Dates          |                   | -                                                                                                                                       | -              | -                 | -                 | -                     | -                   | -                                | -                               |
| GR-13<br>Office Equipment (4112310)                                                                                                                    | Supply and Installation of Photocopier and Air Conditioner                           | No.  | 12       | OTM                       | Deputy Commissioner, Khulna  | GOB             | 0.9                             | Planned Dates         | -                 | 05/01/27                                                                                                                                | 28/01/27       | 28/01/27          | 31/01/27          | 03/02/27              | 10/02/27            | -                                | -                               |
|                                                                                                                                                        |                                                                                      |      |          |                           |                              |                 |                                 | Planned Days          |                   | 0                                                                                                                                       | 23             | 0                 | 3                 | 3                     | 7                   | 36                               | 50                              |
|                                                                                                                                                        |                                                                                      |      |          |                           |                              |                 |                                 | Actual Dates          |                   | -                                                                                                                                       | -              | -                 | -                 | -                     | -                   | -                                | -                               |
| GR-14<br>Office Equipment (4112310)                                                                                                                    | Supply and Installation of Sound System                                              | Set  | 01       | RFQ                       | Deputy Commissioner, Khulna  | GOB             | 0.2                             | Planned Dates         | -                 | 20/08/26                                                                                                                                | 24/08/26       | 24/08/26          | 25/08/26          | 27/08/26              | 27/08/26            | -                                | -                               |
|                                                                                                                                                        |                                                                                      |      |          |                           |                              |                 |                                 | Planned Days          |                   | 0                                                                                                                                       | 5              | 0                 | 1                 | 2                     | 0                   | 08                               | 20                              |
|                                                                                                                                                        |                                                                                      |      |          |                           |                              |                 |                                 | Actual Dates          |                   | -                                                                                                                                       | -              | -                 | -                 | -                     | -                   | -                                | -                               |
| GR-15<br>Furniture (4112314)                                                                                                                           | Supply of Office Furniture and Related Services                                      | No.  | 150      | OTM                       | Deputy Commissioner, Khulna  | GOB             | 1.4                             | Planned Dates         | -                 | 02/01/27                                                                                                                                | 25/01/27       | 01/02/27          | 08/02/27          | 11/02/27              | 15/02/27            | -                                | -                               |
|                                                                                                                                                        |                                                                                      |      |          |                           |                              |                 |                                 | Planned Days          |                   | 0                                                                                                                                       | 23             | 7                 | 7                 | 3                     | 4                   | 44                               | 65                              |
|                                                                                                                                                        |                                                                                      |      |          |                           |                              |                 |                                 | Actual Dates          |                   | -                                                                                                                                       | -              | -                 | -                 | -                     | -                   | -                                | -                               |
| Total=                                                                                                                                                 |                                                                                      |      |          |                           |                              |                 | 1.28                            |                       |                   |                                                                                                                                         |                |                   |                   |                       |                     |                                  |                                 |

  
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