

	Economic Code	Description of Procurement Package of Goods	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Total Allotted amount/ Estimate cost	Time Code for process	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	Comments
1	2	3	4	5	6	7	8	9	10	11	12	13	14
14	3255105	Misc. Stationary	As per Requirement		DD & DDO	Budget	100000	Round the year, 2025-26	20000	30000	30000	20000	
15	3256106	Liveries	As per Requirement		DD & DDO	Budget	5000	Round the year, 2025-26	-	-	-	5000	
16	3257206	Honorium	As per Requirement		DD & DDO	Budget	10000	Round the year, 2025-26	-	-	-	10000	
17	3257301	Festival/Function	As per Requirement		DD & DDO	Budget	75000	Round the year, 2025-26	15000	25000	20000	15000	
18	3257302	Medicine cost	As per Requirement		DD & DDO	Budget	350000	Round the year, 2025-26	-	200000	150000	-	
19	3258102	Furniture (Repairing)	As per Requirement		DD & DDO	Budget	30000	Round the year, 2025-26	6000	9000	9000	6000	
20	3258103	Computer (Repairing)	As per Requirement		DD & DDO	Budget	25000	Round the year, 2025-26	5000	10000	5000	5000	
21	3258106	Residential Building	As per Requirement		DD & DDO	Budget	-	Round the year, 2025-26	-	-	-	-	
22	3258107	Non-Residential Building	As per Requirement		DD & DDO	Budget	-	Round the year, 2025-26	-	-	-	-	
23	3821110	Sports equipment	As per Requirement		DD & DDO	Budget	15000	Round the year, 2025-26	3000	5000	5000	2000	
24	4112202	Computer & Parts	As per Requirement		DD & DDO	Budget	-	Round the year, 2025-26	-	-	-	-	
25	4112204	Telecommunications equipment	As per Requirement		DD & DDO	Budget	-	Round the year, 2025-26	-	-	-	-	
26	4112303	Electrical equipment	As per Requirement		DD & DDO	Budget	25000	Round the year, 2025-26	5000	8000	8000	4000	
27	4112310	Office Equipment	As per Requirement		DD & DDO	Budget	75000	Round the year, 2025-26	15000	25000	20000	15000	
28	4112314	Furniture	As per Requirement		DD & DDO	Budget	50000	Round the year, 2025-26	10000	20000	10000	10000	

*[Signature]*  
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মহকুমত হোসাইন  
উপপরিচালক ও আয়ন ব্যয় কর্মকর্তা  
শ্রম কল্যাণ কেন্দ্র, শমশেরনগর  
কমলগঞ্জ, মৌলভীবাজার।

**Labour Welfare Centre, Shomshernagar, Kamalganj, moulvibazar.**

**ANNUAL PROCUREMENT PLAN**

**for the year- 2025-26**

Package No.	Economic Code	Description of Procurement Package of Goods	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Total Allotted amount/ Estimate cost	Time Code for process	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	Comments
1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	3211106	Felicitation	As per Requirement		DD & DDO	Budget	50000	Round the year, 2025-26	10000	15000	15000	10000	
2	3211113	Electricity	As per Requirement		DD & DDO	Budget	30000	Round the year, 2025-26	4000	6000	6000	4000	
3	3211117	Internet/Fax /Telex	As per Requirement		DD & DDO	Budget	25000	Round the year, 2025-26	5000	8000	7000	5000	
4	3211119	Postage stamps	As per Requirement		DD & DDO	Budget	0	Round the year, 2025-26	-	-	-	-	
5	3211127	Books, Newspapers, Magazine	As per Requirement		DD & DDO	Budget	15000	Round the year, 2025-26	3000	4500	4500	3000	
6	3231301	Training	As per Requirement		DD & DDO	Budget	534000	Round the year, 2025-26	133500	133500	133500	133500	
7	3243102	Gas & Fuel	As per Requirement		DD & DDO	Budget	-	Round the year, 2025-26	-	-	-	-	
8	3244101	Expenditure Tour	As per Requirement		DD & DDO	Budget	100000	Round the year, 2025-26	20000	30000	30000	20000	
9	3244102	Transfer expenditure	As per Requirement		DD & DDO	Budget	50000	Round the year, 2025-26	-	-	-	-	
10	3252108	Sanitation goods	As per Requirement		DD & DDO	Budget	30000	Round the year, 2025-26	6000	9000	9000	6000	
11	3255101	Computer & Relevant goods	As per Requirement		DD & DDO	Budget	30000	Round the year, 2025-26	6000	9000	9000	6000	
12	3255102	Binding & Printing	As per Requirement		DD & DDO	Budget	50000	Round the year, 2025-26	10000	15000	15000	10000	
13	3255104	Stamps and seals	As per Requirement		DD & DDO	Budget	10000	Round the year, 2025-26	2000	3000	3000	2000	

  
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 মহব্বত হোসাইন  
 উপপরিচালক ও আয়ন ব্যান কর্মকর্তা  
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