

ANNUAL PROCUREMENT PLAN FOR 2025-26

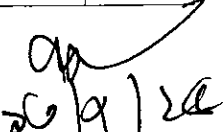
Ministry/ Division: Ministry of Home Affairs (Security Service Division).

Department: Department of immigration & Passports.

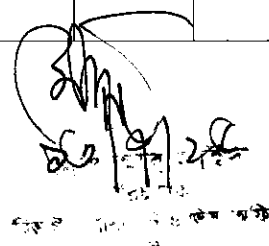
Agency: Divisional Passport & Visa Office, khulna.

Procuring Entity: Director, Divisional Passport & Visa Office, khulna.

Package no	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lac tk	Time Code for process	Net Used in goods	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval of Award	Notification of Award	Singing of Contract	Total Time of Contract Signing	Time for Completion of Contract	Direct Purchase	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
P-01	Stationary Items	Various types	As per Scheduled Items/As per Required	RFQ/ Direct Purchase	DPVO, Khulna	GOB	3.5	Planned Dates		14/08/2025	01/09/2025	14/09/2025	14/09/2025	15/09/2025	20/09/2025	38	90	Once/twice in each Quarter	
								Planned Days			19	13	0	1	5	38	90		
								Actual Days											
P-02	Furniture	Various types	As per Required	RFQ /Direct Purchase	DPVO, Khulna	GOB	1.5	Planned Dates		03/11/2024	12/11/2024	12/11/2024	13/11/2024	15/11/2024	20/11/2024	18	90	Once/twice in each Quarter	
								Planned Days			10	0	1	2	5	18	90		
								Actual Days											
P-03	Various Cleaning items	Various types	As per Required	Direct Purchase	DPVO, Khulna	GOB	0.6	Planned Dates										Once/twice in each Quarter	
								Planned Days											
								Actual Days											
P-04	Furniture Repairs	Various types	As per Required	Direct Purchase	DPVO, Khulna	GOB	0.5	Planned Dates										Once/twice in each Quarter	
								Planned Days											
								Actual Days											
P-05	Camera & Others	Various types	As per Required	Direct Purchase	DPVO, Khulna	GOB	0.3	Planned Dates										Once/twice in each Quarter	
								Planned Days											
								Actual Days											
P-06	Electrics equipment's	Various types	As per Required	Direct Purchase	DPVO, Khulna	GOB	0.5	Planned Dates										Once/twice in each Quarter	
								Planned Days											
								Actual Days											
P-07	Fire equipment's	Various types	As per Required	Direct Purchase	DPVO, Khulna	GOB	0.4	Planned Dates										Once/twice in each Quarter	
								Planned Days											
								Actual Days											


 মোঃ আবু সাইদ
 পরিচালক
 বিভাগীয় পাসপোর্ট ও ভিসা অফিস
 কক্সবাজার

Package no	Description of Procurement Package Goods	Unit	Quantity	Procuring Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lac tk	Time Code for process	Net Used in goods	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval of Award	Notification of Award	Singing of Contract	Total Time of Contract Signing	Time for Completion of Contract	Direct Purchase
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
P-08	Office equipments	Various types	As per Required	RFQ /Direct Purchase	DPVO, Khulna	GOB	0.75	Planned Dates		04/02/2026	12/02/2026	16/02/2026	18/02/2026	21/02/2026	25/02/2026	22		Once/twice in each Quarter
								Planned Days			9	4	2	3	4	22		
								Actual Days										
P-09	Ceremonies /Festivals	Various types	As per Required	RFQ/ Direct Purchase	DPVO, Khulna	GOB	1	Planned Dates		15/11/2025	30/11/2025	6/12/2026	10/12/2026	14/12/2026	16/12/2026	32	90	Once/twice in each Quarter
								Planned Days			15	6	4	4	2	32	90	
								Actual Days										
P-10	Computers & Others	Various types	As per Required	RFQ/ Direct Purchase	DPVO, Khulna	GOB	2	Planned Dates		06/08/2025	14/08/2025	16/08/2025	18/08/2025	23/08/2025	26/08/2025	21	90	Once/twice in each Quarter
								Planned Days			09	2	2	5	3	21	90	
								Actual Days										
p-11	ICT Equipments	Various types	As per Required	Direct Purchase	DPVO, Khulna	GOB	0.3	Planned Dates										Once/twice in each Quarter
								Planned Days										
								Actual Days										
p-12	Others Machinery and Equipment Repair	Various types	As per Required	Direct Purchase	DPVO, Khulna	GOB	0.5	Planned Dates										Once/twice in each Quarter
								Planned Days										
								Actual Days										
p-13	Computer Repairs	Various types	As per Required	Direct Purchase	DPVO, Khulna	GOB	0.5	Planned Dates										Once/twice in each Quarter
								Planned Days										
								Actual Days										
p-14	Motor Vehicles Repair	Various types	As per Required	Direct Purchase	DPVO, Khulna	GOB	0.5	Planned Dates										Once/twice in each Quarter
								Planned Days										
								Actual Days										
p-15	Entertainment Expense	Various types	As per Required	Direct Purchase	DPVO, Khulna	GOB	0.7	Planned Dates										Once/twice in each Quarter
								Planned Days										
								Actual Days										
p-16	Promotion & Advertisement Expense	Various types	As per Required	Direct Purchase	DPVO, Khulna	GOB	1	Planned Dates										Once/twice in each Quarter
								Planned Days										
								Actual Days										



 26/11/2025