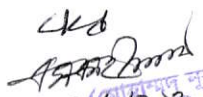


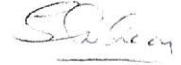
Annual Procurement Plan of Sylhet Regional Office, UDD FY: 2022-2023

Ministry/Division	Annual Procurement Plan (2022-2023)	Budget : পরিচালন ব্যয়
Agency	Housing and Public Works	
Procuring Entity Name	Urban Development Directorate (UDD)	
	Senior Planner, Sylhet Regional Office, UDD	

Sl. No.	Description of Work/Activity	Unit	Quantity	Procurement Method & (Type)	Contract Approving Authority	Source of Funds	Est'd Cost in lakh Tk.	Time code for Process	Invite (advertise) Tender	Tender Opening	Tender Evaluation	Approval of Award	Notification of Award	Signing of Contract	Total time Signing of Contract	Time for completion of contract	Remarks/Quarter wise Expenditure Date
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
GR1	Purchase of Computer Accessories such as Toner [Canon LBP-3300 (1), Canon LBP 6030 (1), Samsung xpress M 2820 ND (1) etc.] (3255101)	No.s	3	DPM	DoFP	GoB	0.25									31 Aug 2022	1 st Quarter
GR2	Purchase of Electric Goods such as Tube Light Set (2) (4112303)	No.s	2	DPM	DoFP	GoB	0.129									31 Aug 2022	1 st Quarter
GR3	Purchase of Others Stationary such as Toilet tissue, Harpic, Pureit kit, Double A Offset Paper A4 Size, Savlon, Liquid sanitizer, Mask etc. (3255105)	No.s	L.S.	DPM	DoFP	GoB	0.1249									29 Sep 2022	1 st Quarter
GR4	Purchase of Furniture such as Plastic Chair (3) (4112314)	No.s	3	DPM	DoFP	GoB	0.115									29 Sep 2022	1 st Quarter
GR5	Purchase of Publicity Materials (Purchase of Leaflet, Brochure) (3211125)	No.s	L.S.	DPM	DoFP	GoB	0.09									30 Oct 2022	2 nd Quarter
GR6	Purchase of Other Equipment such as Telephone Set (2), Towel Stand (1), Mirror (3) Rain Water Harvesting Equipment with Installation (1), Lowdown (1), Push Shower (2), Tray (2), Cloth Stand (2) etc. (4112316)	No.s	14	DPM	DoFP	GoB	0.23									30 Nov 2022	2 nd Quarter
GR7	Purchase of Books and Journal (3211127)	No.s	15	DPM	DoFP	GoB	0.11									30 Nov 2022	2 nd Quarter
GR8	Purchase of Computer Accessories such as [Plotter Ink Cartridge HP DesignJet72 (Gray-1; Matte Black-1; Photo Black-1; Yellow-1; Cyan-1; Magenta-1)] (1 Set), Canon LBP-3300 (4), Canon LBP-6030 (2), Samsung Express M 2820 ND (3), etc. (3255101)	No.s	10	RFQ	DoFP	GoB	1.20	Planned Dates	22 Jan 23	31 Jan 23	31 Jan 23	07 Feb 23	12 Feb 23	19 Feb 23		02 Mar 23	3 rd Quarter
								Planned Days	0	10	-	07	05	07	29	14	
								Actual Dates									
GR9	Purchase of Others Stationary such as Toilet tissue, Facial Tissue, Harpic, Pureit kit, Double A Offset Paper A4 Size, Savlon, Aerosol spray, Water Glass, Hand Wash Refill, Dish Wash Liquid, Duster, Towel, Ball Pen, Marker Redleaf, Glue Stick, Binding Cloth Tape, A4 Size Envelop, Plotter Roll etc. (3255105)	No.s	L.S.	RFQ	DoFP	GoB	0.3751	Planned Dates	22 Jan 23	31 Jan 23	31 Jan 23	07 Feb 23	12 Feb 23	19 Feb 23		02 Mar 23	3 rd Quarter
								Planned Days	0	10	-	07	05	07	29	14	
								Actual Dates									
GR10	Purchase of Seminar/Conference Goods such as Banner, Flower Vase, Plastic name plate/tag, Conference Room Rent, Projector & Screen Carrying Charge, Box Refreshment, Lunch (with water), Bag, Photocopy Presentation, Pen, Writing Pad, External Microphone (rent), Tissue Box Air Freshener, Toilet Tissue etc. (3211111)	No.s	L.S.	RFQ	DoFP	GoB	1.05	Planned Dates	14 Mar 23	22 Mar 23	22 Mar 23	29 Mar 23	03 Apr 23	09 Apr 23		23 Apr 23	3 rd & 4 th Quarter, Tentative Seminar Date: 23 April 2023
								Planned Days	0	10	-	07	05	06	28	15	
								Actual Dates									


 Md. Masud Rana
 ৩০/১২/২২
 মহাপরিচালক (সহকারী)
 নগর উন্নয়ন অধিদপ্তর
 বাংলাদেশ সরকার


 [Signature]


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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
GR11	Purchase of Advertisement (Newspaper Advertisement for Service Week 2023) (3211125)	No.s	1	DPM	DoFP	GoB	0.06									30 March 2023	3 rd Quarter, Service Week 26-30 March 2023
GR12	Purchase of Daily Newspaper (3211127)	No.s	L.S	DPM	DoFP	GoB	0.04									31 May 2023	4 th Quarter
GR13	Purchase of Postal Goods such as Revenue Stamp (3211119)	No.s	L.S	DPM	DoFP	GoB	0.03									31 May 2023	4 th Quarter, Need Based, Running
GR14	Purchase of Refreshment (3211106)	No.s	L.S	DPM	DoFP	GoB	0.174									31 May 2023	4 th Quarter, Running
GR15	Purchase of Stamp and Seal (3255104)	No.s	L.S	DPM	DoFP	GoB	0.10									31 May 2023	4 th Quarter

Note: RFQ's achievement is subject to approval of 3-member Quotation Committee of Sylhet Regional Office, UDD.

CKD
 ৩০/৩/২৩
 (সহকারী প্রোগ্রামার)
 মহাপ্রাণী প্রোগ্রামার
 নগর উন্নয়ন অধিদপ্তর
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

[Signature]

[Signature]

Sl. No.	Description of Work/Activity	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Est'd Cost in lakh Tk.	Time code for Process	Invite (advertise) Tender	Tender Opening	Tender Evaluation	Approval of Award	Notification of Award	Signing of Contract	Total time Signing of Contract	Time for completion of contract	Remarks/Quarter wise Expenditure Date
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
WR1	Purchase of Furniture Repair & Painting Work for Wooden Chair Paint & Burnish (15), Secretariat Table (1), Collapsible Gate Paint (1), Wooden Door (1), Beter Chair Repair (3), Hot Not/Mirror Stand (1), Foot Stand Burnish (1) etc. (3258102)	mm	L.S	DPM	DoFP	GoB	0.25									30 Nov 2022	2 nd Quarter, Running
WR2	Purchase of Repairing Work of Desktop Computer (3) with Trouble Shooting, Software (Windows) Installation, Cimos Battery Change, Inside Cleaning of 3 (three) CPU, Repair of Color Printer, Periodic Maintenance Service on Need Based etc. (3258103)	mm	L.S	DPM	DoFP	GoB	0.10									31 May 2023	4 th Quarter, Need Based, Running
WR3	Purchase of Repairing Work of Ceiling Fan (2), Lowdown (1), Plotter (1), Rechargeable Fan (1), Cordless Telephone Set (1) etc. (3258105)	mm	L.S	DPM	DoFP	GoB	0.15									31 May 2023	4 th Quarter, Running

Note: RFQ's achivement is subject to approval of 3-member Quotation Committee of Sylhet Regional Office, UDD.

Okd
 30/11/20
 (মোহাম্মদ নূরুল ইসলাম)
 সহকারী প্রকৌশলী
 নগর উন্নয়ন অধিদপ্তর
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

[Signature]

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Sl. No.	Description of Work/Activity	Unit	Quantity	Procurement Method & (Type)	Contract Approving Authority	Source of Funds	Est'd Cost in lakh Tk.	Time code for Process	Invite (advertise) Tender	Tender Opening	Tender Evaluation	Approval of Award	Notification of Award	Signing of Contract	Total time Signing of Contract	Time for completion of contract	Remarks/Quarter wise Expenditure Date
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
SR1	Purchase of Training Service etc. (3231301)	mm	L.S	DPM	DoFP	GoB	0.36									31 May 2023	4 th Quarter

Note: RFQ's achievement is subject to approval of 3-member Quotation Committee of Sylhet Regional Office, UDD.

ckd
 মোহাম্মদ নূরুল ইসলাম
 সহকারী প্রকৌশলী
 নগর উন্নয়ন অধিদপ্তর
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

ড. খুরশীদ জাবিন হোসেন
 পরিচালক (চলতি কার্যক্রম)
 নগর উন্নয়ন অধিদপ্তর, ঢাকা।
 ৩০/৫/২৪

Shaleem Ahmad
 ০৭/০১/২০২৩
 (শাহীন আহমেদ)
 সিনিয়র প্রোগ্রামার
 নগর উন্নয়ন অধিদপ্তর
 সিলেট আঞ্চলিক অফিস, সিলেট
 গৃহায়ন ও নগরপুর্ন রক্ষণালয়
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

০৭/০১/২০২৬