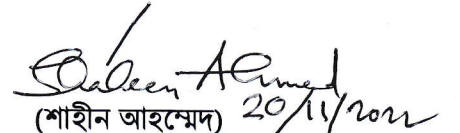


বাজেট কর্মপরিকল্পনা অনুযায়ী মাসিক প্রতিবেদন (নভেম্বর/২০২২)

ডিসেম্বর, ২০২২ মাসে **GR2:** 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) শীর্ষক ক্রয় RFQ এবং **GR8:** 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); **GR9:** Purchase of Books and Journal (3211127); **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) শীর্ষক ক্রয় DPM পদ্ধতিতে সম্পন্ন করার কর্মপরিকল্পনা রয়েছে (সংযুক্তি-১: অনুমোদিত APP এর অংশ) এবং তদানুযায়ী কার্যক্রম চলমান আছে।

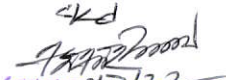
সংযুক্তিঃ বর্ণনামতে।


(শাহীন আহমেদ) 20/11/2022
সিনিয়র প্ল্যানার
নগর উন্নয়ন অধিদপ্তর
সিলেট আঞ্চলিক অফিস, সিলেট
ফোনঃ ০২৯৯-৬৬৩৬৬৩৩

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

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

Sl. No.	Description of Work/Activity	Unit	Quantity	Procurement Method & (Type)	Contract Approving Authority	Source of Funds	Estd 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
I	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
GR1	Purchase of Computer Accessories such as Tonner [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
GR3	Purchase of Electric Goods such as Tube Light Set (2) (4112303)	No.s	2	DPM	DoFP	GoB	0.032									31 Aug 2022	1 st Quarter
GR4	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	0.125									29 Sep 2022	1 st Quarter
GR5	Purchase of Furniture such as Plastic Chair (3) (4112314)	No.s	3	DPM	DoFP	GoB	0.045									29 Sep 2022	1 st Quarter
GR6	Purchase of Publicity Materials (Purchase of Leaflet, Brochure) (3211125)	No.s	L.S.	DPM	DoFP	GoB	0.09									30 Oct 2022	2 nd Quarter
GR2	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	21 Nov 22	30 Nov 22	01 Dec 22	08 Dec 22	13 Dec 22	18 Dec 22		01 Jan 23	2 nd & 3 rd Quarter
								Planned Days	0	10	-	07	05	05	27	14	
								Actual Dates									
GR8	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
GR9	Purchase of Books and Journal (3211127)	No.s	15	DPM	DoFP	GoB	0.11									30 Nov 2022	2 nd Quarter
GR14	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									
GR7	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


 (মোহাম্মদ নূরুল ইসলাম)
 সহকারী প্রকৌশলী
 নগর উন্নয়ন অধিদপ্তর
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার



Sl. No.	Description of Work/Activity	Unit	Quantity	Procurement Method & (Type)	Contract Approving Authority	Source of Funds	Estd 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
GR10	Purchase of Daily Newspaper (3211127)	No.s	L.S	DPM	DoFP	GoB	0.04									31 May 2023	4 th Quarter
GR11	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
GR12	Purchase of Refreshment (3211106)	No.s	L.S	DPM	DoFP	GoB	0.043									31 May 2023	4 th Quarter, Running
GR13	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
 8/7/22
 (মোহাম্মদ নূরুল ইসলাম)
 সহকারী প্রকৌশলী
 নগর উন্নয়ন অধিদপ্তর
 নগরপ্রজাতন্ত্রী বাংলাদেশ সরকার

Signature

Sl. No.	Description of Work/Activity	Unit	Quantity	Procurement Method & (Type)	Contract Approving Authority	Source of Funds	Estd 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.

CKD
 8/7/22
 (মোহাম্মদ নূরুল ইসলাম)
 সিনিয়র অফিসার
 নগর উন্নয়ন অফিস
 প্রশাসনিক বাহাদুর সারকার

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
SR1	Purchase of Training Service etc. (3231301)	mm	L.S	DPM	DoFP	GoB	0.09									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
 8/10/22
 (মোহাম্মদ নূরুল ইসলাম)
 সহকারী প্রকৌশলী
 নগর উন্নয়ন অধিদপ্তর
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

Shahen Aamed
 (শাহীন আহমেদ)
 মিনিয়র প্র্যানার
 নগর উন্নয়ন অধিদপ্তর
 অিলেট আঞ্চলিক অফিস, সিলেট
 গৃহায়ন ও গণপূর্ত মন্ত্রণালয়
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

অনুলিপি

7.09.2022
 ড. খুরশীদ জাবিন হোসেন
 পরিচালক (চলতি দায়িত্ব)
 নগর উন্নয়ন অধিদপ্তর, ঢাকা।

checked
 8/10/22
 (উদয় শংকর দাস)
 মিনিয়র প্র্যানার
 নগর উন্নয়ন অধিদপ্তর,
 চই, সেগুনবাগিচা, ঢাকা
 ৮৭/৭