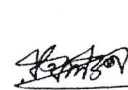


Procurement Plan of Sylhet Regional Office, UDD FY: 2021-2022

Ministry/Division	Annual Procurement Plan (2021-2022)	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 Procurement Package Goods	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
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 Tonner [Canon LBP-3300 (2), Canon LBP 030 (1), Samsung Express M 2820 ND (1) etc.]	No.s	4	DPM	DoFP	GoB	0.25									30 Sep 2021	Need Based, Running
GR2	Purchase of Others Stationary such as Toilet tissue, Harpic, Broom, Pureit kit, Double A Offset Paper A4 Size, Savlon, Blitching Powder, Hand Sanitizer, Liquid Hand wash, Aerosol, Lock, Vixol, Trixol, Pencil Battery, Ladder, Naphthalene, Monthly Planner, Liquid Pump Bottle, Good Night Mosquito Coil, Refill, Auto Spray bottle etc. (3255105)	No.s	L.S.	DPM	DoFP	GoB	0.25									30 Nov 2021	
GR3	Purchase of Other Equipment such as PABX Telephone Switch (9 Port) Programmed Exchange Set with Installation (1), 2.4 GHz Cordless Telephone Set (1), Lamination Machine (1), Spiral Binding Machine (1) etc. (4112316)	No.s	4	DPM	DoFP	GoB	0.24									30 Nov 2021	
GR4	Reproduction of Research Reports (3211128)	No.s	15	DPM	DoFP	GoB	0.10									30 Nov 2021	
GR5	Purchase of Computer Accessories such as Tonner [Canon LBP-3300 (2), Canon LBP 030 (1), Samsung Express M 2820 ND (1), HP DeskJet GT 5810 (8)], Optical Mouse (3), Bijoy Keyboard (3), Mouse Pad(3), Kaspersky 3 in 1 (1), External Hard Disk 1 TB (1), Pen drive 64 GB (4), UPS 1200 VA (2), HDMI Cable (1), Laptop (1) etc. (3255101)	No.s	31	RFQ	DoFP	GoB	0.95	Planned Dates	22 Nov 21	02 Dec 21	02 Dec 21	09 Dec 21	14 Dec 21	19 Dec 21		02 Jan 22	
								Planned Days	0	10	-	07	05	05	27	14	
								Actual Dates									
GR6	Purchase of Others Stationary such as Toilet tissue, Facial Tissue, Harpic (Blue & Red), Broom, Pureit kit, Double A Offset Paper A4 Size, Savlon, Blitching Powder, Hand Sanitizer, Liquid Hand wash, Vim Liquid, Dish Wash, Soap, Vim bar, Aerosol, Lock, Name Plate, Vixol, Trixol, Pencil Battery, Clip Arch File, Naphthalene, Water Glass, File Fresher, Pointer, Liquid Pump Bottle, Good Night Mosquito Coil, Refill, Auto Spray bottle Air Freshner, Wall Clock, Floor Moap etc. (3255105)	No.s	L.S.	RFQ	DoFP	GoB	1.05	Planned Dates	15 Dec 21	23 Dec 21	23 Dec 21	30 Dec 21	03 Jan 22	10 Jan 22		24 Jan 22	
								Planned Days		08	-	07	04	07	26	14	
								Actual Dates									


 (মোহাম্মদ আসাদুজ্জামান)
 সহকারী প্রকৌশলী
 নগর উন্নয়ন অধিদপ্তর
 পল্লভাঙ্গা-৩ বাংলাদেশ সরকার


 প্রকল্প পরিচালক


 প্রকল্প পরিচালক

Sl. No.	Description of Procurement Package Works	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
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
GR7	Purchase of Furniture such as Conference Table (1), Conference Table Chair (10) etc. (4112314)	No.s	11	RFQ	DoFP	GoB	1.50	Planned Dates Planned Days Actual Dates	17 Jan 22 0	27 Jan 22 10	27 Jan 22 -	03 Feb 22 07	07 Feb 22 04	14 Feb 22 07	28	28 Feb 22 7	
GR8	Purchase of Publicity and Advertising (Purchase of Leaflet, Brochure and Advertisement for Service Week 2022) (3211125)	No.s	L.S	DPM	DoFP	GoB	0.20									31 March 2022	Running, Service Week 21-31 March 2022
GR9	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	DPM	DoFP	GoB	0.40									25 April 2022	Seminar on 25/04/2022 (Tentative)
GR10	Purchase of Postal Goods such as Revenue Stamp (3211119)	No.s	L.S	DPM	DoFP	GoB	0.02									25 April 2022	Need Based, Running
GR11	Purchase of Refreshment (3211106)	No.s	L.S	DPM	DoFP	GoB	0.25									31 May 2022	Need Based, Running
GR12	Purchase of Stamp and Seal (3255104)	No.s	L.S	DPM	DoFP	GoB	0.08									31 May 2022	Need Based, Running
GR13	Purchase of Books and Journal (3211127)	No.s	15	DPM	DoFP	GoB	0.15									31 May 2022	Running, Monthly Newspaper Bill Included
GR14	Purchase of Electric Goods such as Water Cooling Mini Refrigerator (50 L) (1), Rechargeable Table Fan 14" (1), Voltage Stabilizer 1000VA (1), Rechargeable Energy Light (10) etc. (4112303)	No.s	13	DPM	DoFP	GoB	0.20									31 May 2022	Need Based, Running

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

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১৯/১/২০
(মোবাম্মদ নূরুল ইসলাম)
সহকারী প্রকৌশলী
নগর উন্নয়ন অধিদপ্তর
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

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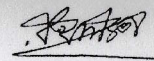
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Sl. No.	Description of Procurement Package Works	Unit	Quantity	Procurement Method & (Type)	Contract Approving Authority	Source of Funds	Estd Cost in lakh Tk.	Time code for Process	Invite (advertise) Tender	Tender Opening	Tender Evaluation	Approval of Award	Notification of Award	Signing of Contract	Total time Signing of Contract	Time for completion of contract	Remarks
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	0.20									31 Dec 2021	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	0.15									31 May 2022	Need Based, Running
WR3	Purchase of Repairing Work of Ceiling Fan (2), Lowdown (1) etc. (3258105)	mm	L.S	DPM	DoFP	GoB	0.10									31 May 2022	Need Based, Running
Total Tk in Lakh							0.45										

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

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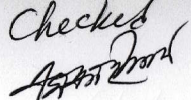
(মোহাম্মদ নূরুল ইসলাম)
 সহকারী প্রকৌশলী
 নগর উন্নয়ন অধিদপ্তর
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

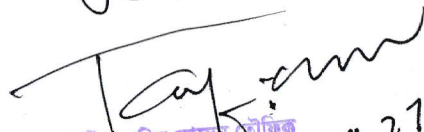


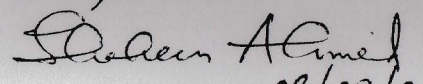


Sl. No.	Description of Procurement Package Services	Unit	Quantity	Procurement Method & (Type)	Contract Approving Authority	Source of Funds	Estd Cost in lakh Tk.	Time code for Process	Invite (advertise) Tender	Tender Opening	Tender Evaluation	Approval of Award	Notification of Award	Signing of Contract	Total time Signing of Contract	Time for completion of contract	Remarks
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	0.20									31 Dec 2021	Availability of Courses in Bangladesh Computer Council, Sylhet
Total Tk in Lakh							0.20										

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

Checked

 ২৩/৯/২০
 (মোহাম্মদ নূরুল ইসলাম)
 সহকারী প্রকৌশলী
 নগর উন্নয়ন অধিদপ্তর
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

অনুমোদিত -

 ২৩.৯.২১
 ড. খুরশীদ জাবিন হোসেন চৌধুরী
 পরিচালক (চলতি দায়িত্ব)
 নগর উন্নয়ন অধিদপ্তর, নকশা


 ০৪/০৭/২০২১
 (শাহীন আহমেদ)
 সিনিয়র প্র্যানার
 নগর উন্নয়ন অধিদপ্তর
 সিলেট আঞ্চলিক অফিস, সিলেট
 গৃহায়ন ও গণপূর্ত মন্ত্রণালয়
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

 ০৪.০৭.২০২১