

Annual Procurement Plan of Sylhet Regional Office, UDD FY: 2026-2027

in Lakh Taka

	Annual Procurement Plan (2026-2027)	Budget : নব্বিশ লক্ষ টাকা
Ministry/Division	Housing and Public Works	
Agency	Urban Development Directorate (UDD)	
Procuring Entity Name	Senior Planner, Sylhet Regional Office, UDD	

Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & (Type)	Contract Approval Authority	Source of Funds	Estid Cost in lakh Tk.	Time code for Process	Not Used in Goods	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 Refreshment (3211106)	No.s	L.S.	DPM	As per DoFP	GoB	0.05	Planned Dates Planned Days Actual Dates									15-June-2027	4 th Quarter, Running
GR2	Purchase of Vehicle Use (Contractual) (3211107)	No.s	mm	DPM	As per DoFP	GoB	0.00	Planned Dates Planned Days Actual Dates										
GR3	Purchase of Seminar/Conference Goods such as (Banner, Folder, Pen, Seminar Pad, Snacks, Lunch, Water Bottle, Tissue, Air Freshener, Presentation Photocopy, Rent of Venue, Honorarium etc. (3211111)	No.s	L.S.	RFQ	As per DoFP	GoB	1.5	Planned Dates Planned Days Actual Dates		25 Jan 27 0	1 Feb 27 7	1 Feb 27 -	08 Feb 27 07	15 Feb 27 07	22 Feb 27 07		08 Mar- 27 14	3 rd Quarter, Tentative Seminar Date: 15 March 2027
GR4	Electricity (3211113)	L.S.	L.S.	DPM	As per DoFP	GoB	0.00	Planned Dates Planned Days Actual Dates										
GR5	Purchase of Internet/Fax/Telex (3211117)	L.S.	L.S.	DPM	As per DoFP	GoB	0.20	Planned Dates Planned Days Actual Dates									15-June-2027	4 th Quarter, Bill Based
GR6	Purchase of Postal Goods such as Revenue Stamp (3211119)	No.s	L.S.	DPM	As per DoFP	GoB	0.01	Planned Dates Planned Days Actual Dates									30 May-2027	4 th Quarter
GR7	Purchase of Telephone (3211120)	L.S.	L.S.	DPM	As per DoFP	GoB	0.05	Planned Dates Planned Days Actual Dates									15-June-2027	4 th Quarter, Bill Based
GR8	Purchase of Publicity - Daily Newspaper (3211125)	No.s	L.S.	DPM	As per DoFP	GoB	0.05	Planned Dates Planned Days Planned Days									15-June-2027	4 th Quarter, Bill Based
GR9	Purchase of Books and Journal	No.s	L.S.	DPM	As	GoB	0.10	Planned										2 nd

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	(3211127)				per DoFP			Days									30-Nov2026	Quarter
								Planned Days										
								Actual Dates										
GR10	Purchase of Publication (Official Note Book)- (3211128)	No.s	L.S.	DPM	As per DoFP	GoB	0.05	Planned Dates									15-June 2027	4 th Quarter
								Planned Days										
								Actual Dates										
								Planned Days										
								Actual Dates										
GR11	Travel Expenses (3211130)		L.S.	DPM	As per DoFP	GoB	0.20	Planned Dates									15-June 2027	4 th Quarter
								Planned Days										
								Actual Dates										
								Planned Days										
								Actual Dates										
GR12	Tour Expenses (3244101)		L.S.	DPM	As per DoFP	GoB	1.40	Planned Dates									15-June 2027	4 th Quarter
								Planned Days										
								Actual Dates										
								Planned Days										
								Actual Dates										
GR13	Purchase of Computer Equipment such as Toner of Canon LBP-3300, Canon LBP-6030 , HP Laserjet Pro 4003dw Printer, Kaspersky Antivirus 3 in 1 (1), Pendrive 64 GB, etc. (3255101)	No.s	L.S.	RFQ	As per DoFP	GoB	1.0	Planned Dates		26 Oct 26	2 Nov 26	2 Nov 26	9 Nov 26	16 Nov 26	23 Nov 26		7 Dec 26	2 nd Quarter
								Planned Days		0	7	-	07	07	07	28	14	
								Actual Dates										
								Planned Days										
								Actual Dates										
GR14	Purchase of Stamp and Seal (3255104)	No.s	L.S.	DPM	As per DoFP	Go B	0.02	Planned Dates									15-June 2027	4 th Quarter, Need Based
								Planned Days										
								Actual Dates										
GI5	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 etc. (3255105)	No.s	L.S.	RFQ	As per DoFP	GoB	1.00	Planned Dates		25 Oct 26	1 Nov 26	1 Nov 26	8 Nov 26	15 Nov 26	22 Nov 26		6 Dec 26	2 nd Quarter
								Planned Days		0	7	-	07	07	07	28	14	
								Actual Dates										

Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement Method & (Type)	Contract Approval & Authority	Source of Funds	Estid Cost in lakh Tk.	Time code for Process	Not Used in Goods	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
GR16	Purchase of Computer and Accessories such as Mother Board, Processor, Ram DDR-4, Casing etc. (4112202)	No.s	L.S.	DPM	As per DoFP	GoB	0.5	Planned Dates									15-June 2027	4 th Quarter
								Planned Days										
								Actual Dates										
GR17	Honorium (3257206)	No.s	L.S.	DPM	As per DoFP	Go B	0.10	Planned Dates									15-June 2027	4 th Quarter, Need Based
								Planned Days										
								Actual Dates										
GR18	Purchase of Electric Goods Sus as Rechargeable Table Fan (4112303)	No.s	2	DPM	As per DoFP	GoB	0.10	Planned Dates									30 Dec- 26	2 nd Quarter
								Planned Days										
								Actual Dates										
GR19	Purchase of Furniture (Footrest) (4112314)	No.s	2	DPM	As per DoFP	GoB	0.10	Planned Dates									15-June 2027	4 th Quarter, Need Based
								Planned Days										
								Actual Dates										
GR20	Purchase of Other Equipment (Sanitary Lowdown with installation) (4112316)	No.s	1	DP M	As per DoFP	GoB	0.10	Planned Dates									15-June 2027	4 th Quarter, Need Based
								Planned Days										
								Actual Dates										

Note: All RFQ's will be done in e-GP System .

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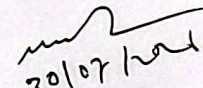
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Package No.	Description of Procurement Package Works	Unit	Quantity	Procurement Method & (Type)	Contract Approving Authority	Source of Funds	Estid Cost in lakh Tk.	Time code for Process	Advertise proquet (if applicable)	Advertise Tender	Tender Opening	Tender Evaluation	Approval of Award	Notification of Award	Signing of Contract	Total time Signing of Contract	Time for completion of contract of contract Date	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
WR1	Purchase of Furniture Repair & Painting Work for Wooden Chair Paint & Bumish (15), Secretariat Table (1), Collapsible Gate Paint (1), Wooden Door (1), Beter Chair Repair (3), Hot Not/Mirror Stand (1), Foot Stand Bumish (1) etc. (3258102)	mm	L.S	DPM	As per DoFP	GoB	0.10	Planned Dates									15-June 2027	4 th Quarter
								Planned Days										
								Actual Dates										
WR2	Purchase of Repairing Work of Desktop Computer (3) with Trouble Shooting, Software (Windows) Installation, Periodic Servicing of 03 (Three) Printers etc. (3258103)	mm	L.S	DPM	As per DoFP	GoB	0.10	Planned Dates									15-June 2027	4 th Quarter, Need Based
								Planned Days										
								Actual Dates										
WR3	Purchase of Repairing Work of Electric and Sanitary Items etc. (3258105)	mm	L.S	DPM	As per DoFP	GoB	0.10	Planned Dates									15-June 2027	4 th Quarter, Need Based
								Planned Days										
								Actual Dates										

Package No.	Description of Procurement Package Services	Unit	Quantity	Procurement Method & (Type)	Contract Approving Authority	Source of Funds	Est. Cost in lakh Tk.	Time code for Process	Advertise EOI	Invite RFP	Proposal Opening	Proposal Evaluation	Opening Financial Proposal	Negotiation	Approval	Signing of Contract	Total Time to Contract Signature	Time for completion of Contract	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
SR1	Office Building Rent (3211129)	No.s	L.S.	DPM	As per DoFP	GoB	3.50	Planned Dates										15-June 2027	4 th Quarter
								Planned Days											
								Actual Dates											
								Planned Days											
								Actual Dates											
SR2	Worker (Irregular) Wages (3211134)	No.s	L.S.	DPM	As per DoFP	GoB	0.10	Planned Dates										15-June 2027	4 th Quarter, Need Based
								Planned Days											
								Actual Dates											
								Planned Days											
								Actual Dates											
SR3	Purchase of Training Service etc. (3211301)	mm	L.S.	DPM	As per DoFP	GoB	0.40	Planned Dates										15-June 2027	4 th Quarter
								Planned Days											
								Actual Dates											
								Planned Days											
								Actual Dates											


 (শাহীন আহমেদ) 30/07/2024
 সিঙ্গার প্রানার
 নগর উন্নয়ন অধিদপ্তর
 সিলেট আঞ্চলিক অফিস, সিলেট


 30/07/2024
 মোঃ মাহমুদ আলী
 পরিচালক (অতিরিক্ত সচিব)
 নগর উন্নয়ন অধিদপ্তর, ঢাকা।