

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
চিফ একাউন্টস এন্ড ফিন্যান্স অফিসারের কার্যালয়  
পেনশন ও ফান্ড ম্যানেজমেন্ট  
হিসাব ভবন  
সেগুনবাগিচা, ঢাকা।  
www.pension.gov.bd

নম্বর: ০৭.০৩.০০০০.২০১.০৭.০৩.২০.

তারিখ: /০৭/২০২৫খ্রিঃ

প্রাপক

হিসাব মহানিয়ন্ত্রক  
হিসাব মহানিয়ন্ত্রকের কার্যালয়  
হিসাব ভবন, সেগুনবাগিচা  
ঢাকা-১০০০।

[দৃষ্টি আকর্ষণঃ- উপ-হিসাব মহানিয়ন্ত্রক (বাজেট ও ব্যয় ব্যবস্থাপনা)]।

বিষয়ঃ ২০২৫-২৬ অর্থ বছরে বরাদ্দকৃত বাজেটের বিপরীতে বার্ষিক ক্রয় পরিকল্পনা (Annual Procurement Plan) প্রেরণ প্রসঙ্গে।

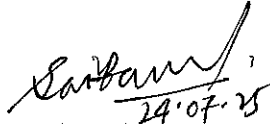
সূত্রঃ ০৭.০৩.০০০০.০০৪.০১.১১০.২৩.৪৭৫; তারিখঃ ১৪/০৭/২০২৫খ্রিঃ।

উপর্যুক্ত বিষয় ও সূত্রের প্রতি সদয় দৃষ্টি আকর্ষণ করা যাচ্ছে।

সিজিএ কার্যালয়ের নির্দেশনা মোতাবেক ওয়েবসাইটে প্রকাশের নিমিত্ত এ কার্যালয়ের ২০২৫-২৬ অর্থ বছরে বরাদ্দকৃত বাজেটের বিপরীতে বার্ষিক ক্রয় পরিকল্পনা (Annual Procurement Plan) প্রস্তুত করা হয়েছে; যা পরবর্তী প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য আদিশ্ট হয়ে এতদসঙ্গে প্রেরণ করা হলো।

সংযুক্তিঃ বর্ণনামতে ০৭ (সাত) পাতা।

০/৩

  
(মোঃ সাইফুল ইসলাম)

ডেপুটি চিফ একাউন্টস এন্ড ফিন্যান্স অফিসার  
ফোনঃ ০২-৪১০৩০৫৮২

## ANNUAL PROCUREMENT PLAN

(Fiscal Year 2025 -26)

Ministry/ Division : Ministry of Finance, Controller General of Accounts.  
 Agency : Office of the Chief Accounts and Finance Officer, Pension and Fund Management.  
 Procuring Entity Name & Code : CAFO/ Pension and Fund Management

| Package No.   | Description of Procurement                    | Unit | Quantity | Procurement Method & type | Contract Approving Authority | Source of Fund | Estimated Cost (bdt) | Remarks |
|---------------|-----------------------------------------------|------|----------|---------------------------|------------------------------|----------------|----------------------|---------|
| 1             | 2                                             | 3    | 4        | 5                         | 6                            | 7              | 8                    | 9       |
| GD-1          | Procurement of Computer (3255101)             | No.  | 06       | Quotation                 | CAFO                         | GOB            | 3,50,000/-           |         |
| GD-2          | Procurement of Computer accessories (4112202) | No.  | 74       | DPM                       | CAFO                         | GOB            | 3,50,000/-           |         |
| GD-3          | Procurement of furniture (4112314)            | No.  | 26       | Quotation/DPM             | CAFO                         | GOB            | 2,10,000/-           |         |
| GD-4          | Procurement of Stationaries (3255105)         | No.  | 1184     | DPM                       | CAFO                         | GOB            | 3,75,000/-           |         |
| GD-5          | Procurement of cleaning goods (3211102)       | No.  | 487      | DPM                       | CAFO                         | GOB            | 1,25,000/-           |         |
| GD-6          | Procurement of Internet/fax/talex (3211117)   | No.  | 10       | DPM                       | CAFO                         | GOB            | 8,40,000/-           |         |
| <b>Total=</b> |                                               |      |          |                           |                              |                | <b>22,50,000/-</b>   |         |

# ANNUAL PROCUREMENT PLAN (DETAIL)

(Fiscal Year : 2025 -26)

Ministry/ Division : Ministry of Finance, Controller General of Accounts.  
 Agency : Office of the Chief Accounts and Finance Officer, Pension and Fund Management.  
 Procuring Entity Name & Code : CAFO/ Pension and Fund Management

| Package No. | Description of Procurement        | Unit | Quantity         | Procurement Method & type | Contract Approving Authority   | Source of Fund              | Estimated Cost (bdt) |
|-------------|-----------------------------------|------|------------------|---------------------------|--------------------------------|-----------------------------|----------------------|
| GD-1        | Procurement of Computer (3255101) | No   | 06               | Quotation                 | CAFO                           | GOB                         | 3,50,000/-           |
|             | Detail                            |      |                  |                           |                                |                             |                      |
|             |                                   | Sl   | Item             | No.of unit                | Estimated Price per unit (bdt) | Total estimated price (bdt) |                      |
|             |                                   | 01.  | Desktop Computer | 04                        | 70,000/-                       | 2,80,000/-                  |                      |
|             |                                   | 02.  | Printer          | 02                        | 35,000/-                       | 70,000/-                    |                      |

| Package No. | Description of Procurement                    | Unit | Quantity                          | Procurement Method & type | Contract Approving Authority   | Source of Fund              | Estimated Cost (bdt) |
|-------------|-----------------------------------------------|------|-----------------------------------|---------------------------|--------------------------------|-----------------------------|----------------------|
| GD-2        | Procurement of Computer accessories (4112202) | No.  | 74                                | Quotation                 | CAFO                           | GOB                         | 3,50,000/-           |
|             | Detail                                        | Sl   | Item                              | No.of unit                | Estimated Price per unit (bdt) | Total estimated price (bdt) |                      |
|             |                                               | 01.  | Scanner                           | 04                        | 10,000/-                       | 40,000/-                    |                      |
|             |                                               | 02.  | Mouse                             | 12                        | 600/-                          | 7,200/-                     |                      |
|             |                                               | 03.  | Mouse (Wireless)                  | 06                        | 2,500/-                        | 15,000/-                    |                      |
|             |                                               | 04.  | Router                            | 10                        | 5,000/-                        | 50,000/-                    |                      |
|             |                                               | 05.  | Mouse Pad                         | 12                        | 250/-                          | 3,000/-                     |                      |
|             |                                               | 06.  | Pen drive (64GB)                  | 04                        | 1,000/-                        | 4,000/-                     |                      |
|             |                                               | 07.  | Toner                             | 12                        | 2,000/-                        | 24,000/-                    |                      |
|             |                                               | 08.  | Toner (107a)                      | 02                        | 7,500/-                        | 15,000/-                    |                      |
|             |                                               | 09.  | Keyboard                          | 12                        | 1,000/-                        | 12,000/-                    |                      |
|             |                                               | 10.  | Miscellaneous (emergency purpose) |                           |                                | 1,79,800/-                  |                      |

| Package No. | Description of Procurement         | Unit | Quantity                          | Procurement Method & type | Contract Approving Authority   | Source of Fund              | Estimated Cost (bdt) |
|-------------|------------------------------------|------|-----------------------------------|---------------------------|--------------------------------|-----------------------------|----------------------|
| GD-3        | Procurement of furniture (4112314) | No.  | 26                                | Quotation                 | CAFO                           | GOB                         | 2,10,000/-           |
|             | Detail                             |      |                                   |                           |                                |                             |                      |
|             |                                    | Sl   | Item                              | No.of unit                | Estimated Price per unit (bdt) | Total estimated price (bdt) |                      |
|             |                                    | 01.  | File Cabinet                      | 06                        | 14,000/-                       | 84,000/-                    |                      |
|             |                                    | 02.  | Side table                        | 12                        | 5,000/-                        | 60,000/-                    |                      |
|             |                                    | 03.  | Table Glass                       | 8                         | 3,000/-                        | 24,000/-                    |                      |
|             |                                    | 04.  | Miscellaneous (emergency purpose) |                           |                                | 42,000/-                    |                      |

| Package No. | Description of Procurement            | Unit | Quantity              | Procurement Method & type | Contract Approving Authority | Source of Fund | Estimated Cost (bdt) |
|-------------|---------------------------------------|------|-----------------------|---------------------------|------------------------------|----------------|----------------------|
|             | Procurement of Stationaries (3255105) | No.  | 1184                  | Quotation                 | CAFO                         | GOB            |                      |
| GD-4        | Detail                                | Sl   | Item                  | No.of unit                |                              |                | 3,75,000/-           |
|             |                                       | 01.  | Paper (A4 & Legal)    | 70                        |                              |                |                      |
|             |                                       | 02.  | Sticky pad            | 20                        |                              |                |                      |
|             |                                       | 03.  | File tag              | 5                         |                              |                |                      |
|             |                                       | 04.  | Stapler machine       | 30                        |                              |                |                      |
|             |                                       | 05.  | Stapler pin           | 100                       |                              |                |                      |
|             |                                       | 06.  | Audit register        | 2                         |                              |                |                      |
|             |                                       | 07.  | GPF register          | 2                         |                              |                |                      |
|             |                                       | 08.  | Bill receive register | 15                        |                              |                |                      |
|             |                                       | 09.  | Scale                 | 60                        |                              |                |                      |
|             |                                       | 10.  | Highlighter           | 60                        |                              |                |                      |
|             |                                       | 11.  | Pen                   | 500                       |                              |                |                      |
|             |                                       | 12.  | Pencil                | 100                       |                              |                |                      |
|             |                                       | 13.  | Punch machine         | 20                        |                              |                |                      |
|             |                                       | 14.  | Staple remover        | 20                        |                              |                |                      |
|             |                                       | 15.  | Calling bell          | 12                        |                              |                |                      |
|             |                                       | 16.  | Calculator            | 30                        |                              |                |                      |
|             |                                       | 17.  | Multiplug             | 50                        |                              |                |                      |
|             |                                       | 18.  | kettle                | 6                         |                              |                |                      |
|             |                                       | 19.  | Light (box)           | 12                        |                              |                |                      |
|             |                                       | 20.  | towel                 | 60                        |                              |                |                      |
|             |                                       | 21.  | Cup Set               | 10                        |                              |                |                      |
|             |                                       | 22.  | Miscellaneous         |                           |                              |                |                      |

| Package No. | Description of Procurement              | Unit | Quantity                   | Procurement Method & type | Contract Approving Authority   | Source of Fund              | Estimated Cost (bdt) |
|-------------|-----------------------------------------|------|----------------------------|---------------------------|--------------------------------|-----------------------------|----------------------|
| GD-5        | Procurement of cleaning goods (3211102) | No.  | 487                        | Quotation                 | CAFO                           | GOB                         | 1,25,000/-           |
|             | Detail                                  | Sl   | Item                       | No.of unit                | Estimated Price per unit (bdt) | Total estimated price (bdt) |                      |
|             |                                         | 01.  | Water Filter Kit           | 24                        | 100/-                          | 2,400/-                     |                      |
|             |                                         | 02.  | <del>Har pick</del> Harpic | 24                        | 150/-                          | 3,600/-                     |                      |
|             |                                         | 03.  | Glass Cleaner              | 10                        | 200/-                          | 2,000/-                     |                      |
|             |                                         | 04.  | Laijol                     | 12                        | 300/-                          | 3,600/-                     |                      |
|             |                                         | 05.  | Cleaning Brush             | 12                        | 300/-                          | 3,600/-                     |                      |
|             |                                         | 06.  | Mop                        | 20                        | 350/-                          | 7,000/-                     |                      |
|             |                                         | 07.  | Basket                     | 10                        | 200/-                          | 2,000/-                     |                      |
|             |                                         | 08.  | Duster                     | 60                        | 50/-                           | 3,000/-                     |                      |
|             |                                         | 09.  | Broom                      | 15                        | 300/-                          | 4,500/-                     |                      |
|             |                                         | 10.  | Tissue                     | 300                       | ----                           | 10,000/-                    |                      |
|             |                                         | 11.  | Miscellaneous              |                           |                                | 83,300/-                    |                      |

| Package No. | Description of Procurement                  | Unit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Quantity                                       | Procurement Method & type | Contract Approving Authority | Source of Fund | Estimated Cost (bdt) |    |      |         |                             |     |                               |       |            |     |                                          |       |          |     |                                                |       |          |     |                            |       |          |     |             |       |            |     |                 |       |         |     |              |       |          |     |                |       |          |     |                      |       |          |     |                                   |  |          |
|-------------|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|---------------------------|------------------------------|----------------|----------------------|----|------|---------|-----------------------------|-----|-------------------------------|-------|------------|-----|------------------------------------------|-------|----------|-----|------------------------------------------------|-------|----------|-----|----------------------------|-------|----------|-----|-------------|-------|------------|-----|-----------------|-------|---------|-----|--------------|-------|----------|-----|----------------|-------|----------|-----|----------------------|-------|----------|-----|-----------------------------------|--|----------|
| GD-6        | Procurement of Internet/fax/talex (3211117) | No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 10                                             | Quotation                 | CAFO                         | GOB            | 8,40,000/-           |    |      |         |                             |     |                               |       |            |     |                                          |       |          |     |                                                |       |          |     |                            |       |          |     |             |       |            |     |                 |       |         |     |              |       |          |     |                |       |          |     |                      |       |          |     |                                   |  |          |
|             | Detail                                      | <table><tr><th>Sl</th><th>Item</th><th>Company</th><th>Total estimated price (bdt)</th></tr><tr><td>01.</td><td>Yearly Call Center Maintained</td><td>(BOL)</td><td>1,20,000/-</td></tr><tr><td>02.</td><td>Yearly website Development &amp; Maintenance</td><td>(BOL)</td><td>70,000/-</td></tr><tr><td>03.</td><td>Yearly website Development &amp; Maintenance (New)</td><td>(BOL)</td><td>80,000/-</td></tr><tr><td>04.</td><td>Yearly website Maintenance</td><td>(BOL)</td><td>80,000/-</td></tr><tr><td>05.</td><td>VPS Hosting</td><td>(BCC)</td><td>3,40,000/-</td></tr><tr><td>06.</td><td>SSL Certificate</td><td>(BOL)</td><td>8,000/-</td></tr><tr><td>07.</td><td>Server Setup</td><td>(BOL)</td><td>15,000/-</td></tr><tr><td>08.</td><td>cPanel License</td><td>(BOL)</td><td>44,000/-</td></tr><tr><td>09.</td><td>Imunify 360 Security</td><td>(BOL)</td><td>12,000/-</td></tr><tr><td>10.</td><td>Miscellaneous (emergency purpose)</td><td></td><td>71,000/-</td></tr></table> |                                                |                           |                              |                |                      | Sl | Item | Company | Total estimated price (bdt) | 01. | Yearly Call Center Maintained | (BOL) | 1,20,000/- | 02. | Yearly website Development & Maintenance | (BOL) | 70,000/- | 03. | Yearly website Development & Maintenance (New) | (BOL) | 80,000/- | 04. | Yearly website Maintenance | (BOL) | 80,000/- | 05. | VPS Hosting | (BCC) | 3,40,000/- | 06. | SSL Certificate | (BOL) | 8,000/- | 07. | Server Setup | (BOL) | 15,000/- | 08. | cPanel License | (BOL) | 44,000/- | 09. | Imunify 360 Security | (BOL) | 12,000/- | 10. | Miscellaneous (emergency purpose) |  | 71,000/- |
|             |                                             | Sl                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Item                                           | Company                   | Total estimated price (bdt)  |                |                      |    |      |         |                             |     |                               |       |            |     |                                          |       |          |     |                                                |       |          |     |                            |       |          |     |             |       |            |     |                 |       |         |     |              |       |          |     |                |       |          |     |                      |       |          |     |                                   |  |          |
|             |                                             | 01.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Yearly Call Center Maintained                  | (BOL)                     | 1,20,000/-                   |                |                      |    |      |         |                             |     |                               |       |            |     |                                          |       |          |     |                                                |       |          |     |                            |       |          |     |             |       |            |     |                 |       |         |     |              |       |          |     |                |       |          |     |                      |       |          |     |                                   |  |          |
|             |                                             | 02.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Yearly website Development & Maintenance       | (BOL)                     | 70,000/-                     |                |                      |    |      |         |                             |     |                               |       |            |     |                                          |       |          |     |                                                |       |          |     |                            |       |          |     |             |       |            |     |                 |       |         |     |              |       |          |     |                |       |          |     |                      |       |          |     |                                   |  |          |
|             |                                             | 03.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Yearly website Development & Maintenance (New) | (BOL)                     | 80,000/-                     |                |                      |    |      |         |                             |     |                               |       |            |     |                                          |       |          |     |                                                |       |          |     |                            |       |          |     |             |       |            |     |                 |       |         |     |              |       |          |     |                |       |          |     |                      |       |          |     |                                   |  |          |
|             |                                             | 04.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Yearly website Maintenance                     | (BOL)                     | 80,000/-                     |                |                      |    |      |         |                             |     |                               |       |            |     |                                          |       |          |     |                                                |       |          |     |                            |       |          |     |             |       |            |     |                 |       |         |     |              |       |          |     |                |       |          |     |                      |       |          |     |                                   |  |          |
|             |                                             | 05.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | VPS Hosting                                    | (BCC)                     | 3,40,000/-                   |                |                      |    |      |         |                             |     |                               |       |            |     |                                          |       |          |     |                                                |       |          |     |                            |       |          |     |             |       |            |     |                 |       |         |     |              |       |          |     |                |       |          |     |                      |       |          |     |                                   |  |          |
|             |                                             | 06.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | SSL Certificate                                | (BOL)                     | 8,000/-                      |                |                      |    |      |         |                             |     |                               |       |            |     |                                          |       |          |     |                                                |       |          |     |                            |       |          |     |             |       |            |     |                 |       |         |     |              |       |          |     |                |       |          |     |                      |       |          |     |                                   |  |          |
|             |                                             | 07.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Server Setup                                   | (BOL)                     | 15,000/-                     |                |                      |    |      |         |                             |     |                               |       |            |     |                                          |       |          |     |                                                |       |          |     |                            |       |          |     |             |       |            |     |                 |       |         |     |              |       |          |     |                |       |          |     |                      |       |          |     |                                   |  |          |
|             |                                             | 08.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | cPanel License                                 | (BOL)                     | 44,000/-                     |                |                      |    |      |         |                             |     |                               |       |            |     |                                          |       |          |     |                                                |       |          |     |                            |       |          |     |             |       |            |     |                 |       |         |     |              |       |          |     |                |       |          |     |                      |       |          |     |                                   |  |          |
|             |                                             | 09.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Imunify 360 Security                           | (BOL)                     | 12,000/-                     |                |                      |    |      |         |                             |     |                               |       |            |     |                                          |       |          |     |                                                |       |          |     |                            |       |          |     |             |       |            |     |                 |       |         |     |              |       |          |     |                |       |          |     |                      |       |          |     |                                   |  |          |
| 10.         | Miscellaneous (emergency purpose)           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 71,000/-                                       |                           |                              |                |                      |    |      |         |                             |     |                               |       |            |     |                                          |       |          |     |                                                |       |          |     |                            |       |          |     |             |       |            |     |                 |       |         |     |              |       |          |     |                |       |          |     |                      |       |          |     |                                   |  |          |