

Annual Procurement Plan For The Financial Year 2025-26 of Common Service Division, Dhaka WASA

Package No	Description of Procurement Package (Including Items & Model)	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Fund	Estimated Contract/Bill amount in (Taka)	Time Code for Process	Indicative Dates (Approximate)		
									Invitation Tender	Signing Contract	Complete of Contract
	A-Head										
A1	Overtime						18.36				
A2	Conveyance						0.94				
A3	Telephone						11.80				
A4	Furniture Repair						5.50				
A5	Office Maintenance						6.00				
A6	Computer Repair & Maintenance						1.10				
A7	Entertainment						42.21				
A8	Honorarium						1.89				
A9	Office Rent						40.00				
						Sub-total	127.80				








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									Invitation Tender	Signing Contract	Complete of Contract
	B-Head. (Procurement of Printing Stationary goods)										
B1	Different model of computer printer & photocopy Machine's Toner/Cartridge	Lot		OTM	MD	Revenue	20.00	Actual	1 Aug-2025		31 Dec-2025
B2	Different model of computer printer & photocopy Machine's Toner/Cartridge	Lot		OTM	MD	Revenue	20.00	Actual	1 Jan-2026		30-Jun-26
B3	Different model of line printer's Ribbon/Cartridge (For Revenue Zones)	Lot		OTM	MD	Revenue	20.00	Actual	1 Aug-2025		31 Dec-2025
B4	Different model of line printer's Ribbon/Cartridge (For Revenue Zones)	Lot		OTM	MD	Revenue	20.00	Actual	1 Jan-2026		30-Jun-26
B5	Different type Papers	Lot		OTM	MD	Revenue	17.00	Actual	1 Oct-2025		31 Dec-2025
B6	Different type Papers	Lot		OTM	MD	Revenue	17.00	Actual	1 Jan-2026		31-Mar-26
B7	Different type Papers	Lot		OTM	MD	Revenue	17.00	Actual	1 Aprl-2026		30-Jun-26
B8	Different type office Printing goods	Lot		OTM	MD	Revenue	14.00	Actual	1 Feb-2026		30-Jun-26
B9	Different type office Stationary goods	Lot		OTM	MD	Revenue	12.00	Actual	1 Feb-2026		30-Jun-26
B10	Computer Bill Form	Lot		OTM	MD	Revenue	35.00	Actual	1 Oct-2025		31 Dec-2025
B11	Computer Bill Form	Lot		OTM	MD	Revenue	35.00	Actual	1 Feb-2026		30-Jun-26
B12	In case of emergency (Printing, Stationary goods and Toner/Cartridge Purchase)	Thok		RFQ/OTM	MD/DMD(Admin)	Revenue	35.00	Actual	1 Jul-2025		30-Jun-26
B13	Printing, Stationary goods and Toner/Cartridge)	Thok		RFQ	MD/DMD(Admin)	Revenue	13.00	Actual	1 Jul-2025		30-Jun-26
						Sub-total	275.00				



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									Invitation Tender	Signing Contract	Complete of Contract

C-Head. Procurement of cleaning (Cleaning goods & Cleaning Works)

C1	Cleaning Works (WASA Bhaban 4th to 15th floor)	Pack		OTM	MD	Revenue	60.00	Actual	1 Mar-2026		30-Jun-26
C2	Cleaning Works (Jatrabari Branch Office)	Pack		OTM	MD	Revenue	18.00	Actual	1 Mar-2026		30-Jun-26
C3	WASA Bhaban 3rd floor (Cleaning Works)	Pack		OTM	MD	Revenue	15.00	Actual	1 Jul-2025		30-Sep-26
C4	Cleaning Works (Uttara Branch Office)	Pack		OTM	MD	Revenue	10.00	Actual	1 Mar-2026		30-Jun-26
C5	Cleaning Works (Baridhara Branch Office)	Pack		OTM	MD	Revenue	10.00	Actual	1 Mar-2026		30-Jun-26
C6	Cleaning goods for WASA Bhaban and Gulshan House	Thok		Direct cash purchase	MD/DMD(Admin)	Revenue	9.00	Actual	1 Jul-2025		30-Jun-26
C7	In case of emergency Cleaning Works for Different Zone Office of Dhaka WASA	Thok		RFQ	MD	Revenue	10.00	Actual	1 Jul-2025		30-Jun-26
						Sub-total	132.00				

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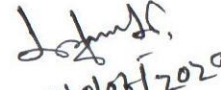
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									Invitation Tender	Signing Contract	Complete of Contract

D-Head. (Procurement of Furniture)

D1	Supply of furniture in different offices of Dhaka WASA ((As per requirement)	Lot		OTM	MD	Revenue	15.00	Actual	1 Jul-2025		31-Dec-25
D2	Supply of furniture in different offices of Dhaka WASA ((As per requirement)	Lot		OTM	MD	Revenue	15.00	Actual	1 Jul-2025		31-Dec-25
D3	Supply of furniture in different offices of Dhaka WASA ((As per requirement)	Lot		OTM	MD	Revenue	15.00	Actual	1 Jul-2025		31-Dec-25
D4	Supply of furniture in different offices of Dhaka WASA ((As per requirement)	Lot		OTM	MD	Revenue	15.00	Actual	1 Jan-2026		30-Jun-26
D5	Supply of furniture in different offices of Dhaka WASA ((As per requirement)	Lot		OTM	MD	Revenue	15.00	Actual	1 Jan-2026		30-Jun-26
D6	Supply of furniture in different offices of Dhaka WASA ((As per requirement)	Thok		OTM	MD	Revenue	15.00	Actual	1 Jan-2026		30-Jun-26
D7	In case of emergency Supply of furniture in different offices of Dhaka WASA (As per requirement)	Thok		RFQ	MD/DMD(Admin)	Revenue	15.00	Actual	1 Jul-2025		30-Jun-26
						Sub-total	105.00				
						Grand total=	639.80				


০৬/০৬/২০২৫
মোঃ ইউছুফ আলী
অফিস সুপারিনটেন্ডেন্ট (চঃ দাঃ)
কমন সার্ভিস বিভাগ
ঢাকা ওয়াসা।


০৬/০৬/২০২৫
মোঃ মোরশেদুল ইসলাম
সহকারী সচিব
কমন সার্ভিস বিভাগ
ঢাকা ওয়াসা।


০৬/০৬/২৫
মোঃ আশিমগীর হোসেন
উপ-সচিব
কমন সার্ভিস বিভাগ
ঢাকা ওয়াসা।


০৬/০৬/২৫
মোঃ শহীউর রহমান খান
সচিব
ঢাকা ওয়াসা


০৬/০৬/২৫
ড. মুহা. মনিবুলজামান
উপ-ব্যবস্থাপনা পরিচালক (আরপিএভিডি)
(প্রভিকল্প কর্মকর্তা)
উপ-ব্যবস্থাপনা পরিচালক (মানবসম্পদ ও প্রশাসন)
ঢাকা ওয়াসা।


মোঃ শাহজাহান মিয়া
অতিরিক্ত সচিব
ব্যবস্থাপনা পরিচালক
ঢাকা ওয়াসা।