

## ANNUAL PROCUREMENT PLAN (2022)

Division: Financial Institutions Division

Budget: Sonali Bank Limited's Own Fund.

Agency: Sonali Bank Limited.

Procurement Entity Name & Code: Deputy General Manager, Common Services Division

Package No	Description of Procurement / Package GOODS	Unit	Quantity	Procurement Method & Type	Contract Approved Authority	Source of Funds	Estd Cost in Million Tk	Time Code for Process	Not Used in GOODS	Invite/ Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total time to Contract Signature	Time for Completion of Contract
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Goods	Supply of various Item Stationery Goods	Nos	As per Demand	LTM/RFQ	HoPE/AO/PE	SBL's OWN Fund	25.00	Planned Dates									
								Planned Days									
								Actual Dates									
Goods	Supply and Printing of various MICR and non MICR security Item.	Nos	As per Demand	DPM	HoPE/AO/PE	SBL's OWN Fund	100.00	Planned Dates									
								Planned Days									
								Actual Dates									
Goods	Supply of various Item of Furniture	Nos	As per Demand	OTM /LTM /RFQ	HoPE/AO/PE	SBL's OWN Fund	8.00	Planned Dates									
								Planned Days									
								Actual Dates									
Goods	Note Counting Machine	Nos	200	OTM	HoPE/BoD	SBL's OWN Fund	19.50	Planned Dates									
								Planned Days									
								Actual Dates									
Goods	Supply of Various item of Books/ Register	Nos	As per Demand	OTM/LTM / RFQ	HoPE/AO	SBL's OWN Fund	12.00	Planned Dates									
								Planned Days									
								Actual Dates									

বিশেষ দৃষ্টব্যঃ জরুরী প্রয়োজনে কর্তৃপক্ষের সিদ্ধান্ত মোতাবেক Procurement Time, Method & Type পরিবর্তন হতে পারে।



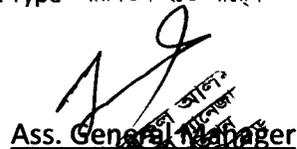
Principal Officer

**Hillol Chakma**  
Principal Officer  
Sonali Bank Limited  
Common Services Division  
Head Office, Dhaka.



Sr. Principal Officer

**Mohammad Safiullah**  
Senior Principal Officer  
Sonali Bank Limited  
Common Services Division  
Head Office, Dhaka.



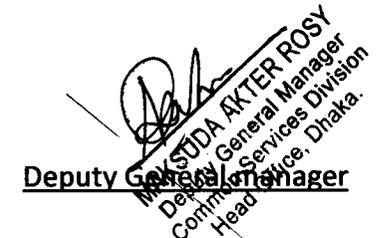
Ass. General Manager

মুহাম্মদ সাহাবুল আলম  
সিনিয়র প্রিন্সিপাল অফিসার  
সোনালী ব্যাংক লিমিটেড  
সাধারণ সেবার বিভাগ  
প্রধান কার্যালয়, ঢাকা



Ass. General Manager

মুহাম্মদ জাহাঙ্গীর  
সিনিয়র প্রিন্সিপাল অফিসার  
সোনালী ব্যাংক লিমিটেড  
সাধারণ সেবার বিভাগ  
প্রধান কার্যালয়, ঢাকা



Deputy General Manager

মুস্তাফা আক্তার রসী  
ডেপুটি জেনারেল ম্যানেজার  
সাধারণ সেবার বিভাগ  
প্রধান কার্যালয়, ঢাকা

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Goods	Supply of various Item of From	Nos	As per Demand	OTM/LTM/ RFQ	HOPE /AO	SBL's OWN Fund	20.00	Planned Dates									
								Planned Days									
								Actual Dates									
Goods	Photo copy Machine	Nos	As per Demand	RFQ	PE	SBL's OWN Fund	0.75	Planned Dates									
								Planned Days									
								Actual Dates									
Goods	Printing of Supply Calendar for the year 2023	Unite	7.00 Lac	OTM	BOD	SBL's OWN Fund	16.80	Planned Dates									
								Planned Days									
								Actual Dates									
Goods	Sign Board, sticker, honour Board, Banner	Unite	As per Demand	RFQ	HOPE/AO	SBL's OWN Fund	0.75	Planned Dates									
								Planned Days									
								Actual Dates									
Goods	CBS-1 Paper	Ream	10000	OTM	HOPE	SBL's OWN Fund	35.00	Planned Dates									
								Planned Days									
								Actual Dates									
Goods	Repair of Furniture, Photocopy Machine	Nos	As per Demand	RFQ/DPM	PE	SBL's OWN Fund	1.25	Planned Dates									
								Planned Days									
								Actual Dates									

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Principal Officer

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Head Office, Dhaka.



Sr. Principal Off

**Mohammad Safiullah**  
Senior Principal Officer  
Sonali Bank Limited  
Common Services Division  
Head Office, Dhaka.



Ass. General Manager

মোহাম্মদ শরিফুল  
এসিসি/এসসি  
কমন সার্ভিসেস ডিভিশন  
সোনালী ব্যাংক লিমিটেড  
প্রধান কার্যালয়, ঢাকা।



Ass. General Manager

মুহাম্মদ হাসান জাহাঙ্গীর  
Ass. General Manager  
Sonali Bank Limited  
Common Services Division  
Head Office, Dhaka.



Deputy General manager

**MAKSUDA KUTTER ROSY**  
Deputy General Manager  
Common Services Division  
Head Office, Dhaka.