

South-II Zone

**Annual Procurement Plan (For the year 2013-14)
For goods (materials, equipment and supplies)**

Items description	Month when needed	Qty.	From where to buy?	Estimated cost (Rs. In lacs)	Procurement Method	Procurement Schedule				
						Advertise (Dates)	Submission of Bids	Bid Evaluation & Recommendation approval	Contract award	Delivery (Dates)
Bangalore										
Stationary items	From Oct.,2013	20	MSME Unit	1.00	Direct purchase	Sept.,13	Sept.,13	Sept.,13	Sept.,13	Oct.,13
Furniture items	From Oct.,2013	N.A.	MSME Unit	1.7	Purchase procedure	Sept.,13	Sept.,13	Sept.,13	Sept.,13	Oct.,13
Housekeeping Services	From Oct.,2013	N.A.	Through Agency	1.8	Purchase procedure	Sept.,13	Sept.,13	Sept.,13	Sept.,13	Oct.,13
Security Agency	From Oct.,2013	N.A.	Through Agency	3.36	Purchase procedure	Sept.,13	Sept.,13	Sept.,13	Sept.,13	Oct.,13
Allied Services	From Oct.,2013	1	Through Agency	3.50	Purchase procedure	Sept.,13	Sept.,13	Sept.,13	Sept.,13	Oct.,13
Computers & Software	From Oct.,2013	4 Nos.	MSME Unit	1.8	Purchase procedure	Sept.,13	Sept.,13	Sept.,13	Sept.,13	Oct.,13
Other Misc. purchases and works	From Oct.,2013	Safe-1, LAN-1, EPABX-1	MSME Unit	3.47	Purchase procedure	Sept.,13	Sept.,13	Sept.,13	Sept.,13	Oct.,13
Cochin										
Stationary items	NIL	NIL	NIL	NIL	NIL	N.A.	N.A.	N.A.	N.A.	N.A.
Furniture items	Feb-14	12 No.	MSME Unit	0.3	Open Mkt Survey & Purchase norms	N.A.	N.A.	N.A.	N.A.	N.A.
Housekeeping Services	NIL	NIL	NIL	NIL	NIL	N.A.	N.A.	N.A.	N.A.	N.A.
Security Agency	NIL	NIL	NIL	NIL	NIL	N.A.	N.A.	N.A.	N.A.	N.A.
Allied Services	NIL	NIL	NIL	NIL	NIL	N.A.	N.A.	N.A.	N.A.	N.A.
Computers & Software	Jan-14	1 No.	MSME Unit	0.3	Open Mkt Survey & Purchase norms	N.A.	N.A.	N.A.	N.A.	N.A.

Other Misc. purchases and works	NIL	NIL	NIL	NIL	NIL	N.A.	N.A.	N.A.	N.A.	N.A.
Vijayawada										
Stationary items	Qtrly		Local Market	0.3	Direct from shops	N.A.	N.A.	N.A.	N.A.	N.A.
Furniture items	Oct.,13		Local MSMEs	0.9	By inviting quotations from local mkt	N.A.	N.A.	N.A.	N.A.	N.A.
Housekeeping Services	Sep.,13		Local Market	1.14	By inviting quotations from local mkt	N.A.	N.A.	N.A.	N.A.	N.A.
Security Agency	Dec.,13		Local Market	1.32	By inviting quotations from local mkt	N.A.	N.A.	N.A.	N.A.	N.A.
Allied Services					Quotation	N.A.	N.A.	N.A.	N.A.	N.A.
Computers & Software	Oct.,13		Local Market	0.3	By inviting quotations from local mkt	N.A.	N.A.	N.A.	N.A.	N.A.
Other Misc. purchases and works	Nov.,13		Local Market	0.6	By inviting quotations from local mkt	N.A.	N.A.	N.A.	N.A.	N.A.

Hyderabad

Stationary items	Every month	As per requirement	MSME Unit	1	As per policy	N.A.	N.A.	N.A.	N.A.	N.A.
Furniture items	Sept.,13 & Dec.,13	2 Nos. each	MSME Unit	0.20	As per policy	N.A.	N.A.	N.A.	N.A.	N.A.
Housekeeping Services						N.A.	N.A.	N.A.	N.A.	N.A.
Security Agency						N.A.	N.A.	N.A.	N.A.	N.A.
Allied Services						N.A.	N.A.	N.A.	N.A.	N.A.
Computers & Software						N.A.	N.A.	N.A.	N.A.	N.A.
Other Misc. purchases and works						N.A.	N.A.	N.A.	N.A.	N.A.

Hosur

Stationary items	Oct.,13 & Feb.,14	Actual basis	From local units	0.35	On quotation basis	N.A.	N.A.	N.A.	N.A.	N.A.
Furniture items						N.A.	N.A.	N.A.	N.A.	N.A.

Housekeeping Services	Monthly Basis	Actual basis	outsourcing agency	0.36	Outsourcing	N.A.	N.A.	N.A.	N.A.	N.A.
Security Agency						N.A.	N.A.	N.A.	N.A.	N.A.
Allied Services						N.A.	N.A.	N.A.	N.A.	N.A.
Computers & Software						N.A.	N.A.	N.A.	N.A.	N.A.
Other Misc. purchases and works	Sept.,13 & Mar.,14	Actual basis	As & when required	0.3	On quotation basis	N.A.	N.A.	N.A.	N.A.	N.A.