



Government of the People's Republic of Bangladesh  
Ministry of Housing and Public Works  
Urban Development Directorate, Sylhet  
Regional Office  
Sylhet City Corporation Building (4th Floor)  
Topkhana, Sylhet



Record Number: 25.45.9162.103.07.001.18.58 Date: 5/3/2023  
Subject: **Purchase Order for Supply of Stationary Goods**  
Reference: RFQ No: 25.45.9162.103.07.001.18-47; Date: 13-02-2023  
Name of Work: **Supply of Stationary Goods**

<b>Delivery Date: 12 March 2023</b>	<b>Order Value: TK-37112.00 (Thirty Seven Thousand One Hundred Twelve) Taka Only</b>
<b>Delivery: As per Terms and Conditions</b>	
The Purchaser has accepted your Quotation dated 20-02-2023 for the supply of Goods and related services as listed below and requests that you supply the <b>Supply of Stationary Goods</b> and related services within the delivery date stated above, in the quantities and units in conformity with the Technical Specifications under the Terms and Conditions as annexed.	
<b><u>ORDER ITEMS</u></b>	
1. Attached Certified copy of approved Priced Schedule for <b>Supply of Stationary Goods</b> and related services	
2. Attached Certified copy of Terms and Conditions	

05-03-2023

**Shaheen Ahmed**  
Senior Planner & Chairman,  
QEC  
Phone: +882996636633  
Email: sps@udd.gov.bd

MS Raja International  
71, West Kafrul, Mirpur, Dhaka

Record Number:  
25.45.9162.103.07.001.18.58/1(10)

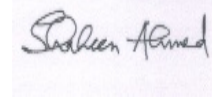
Date: 5/3/2023

Copy for Kind Information and Necessary Action,

1) Director, Urban Development Directorate (UDD), 82, Segunbagicha,

Dhaka-1000

- 2) Divisional Controller of Accounts (DCA), Sylhet Division, Sylhet
- 3) Senior Planner, Regional Office, Sylhet
- 4) G.M. Abu Baker Siddique, Asst. Forest Conservator, Sylhet Forest Department & Member, QEC, UDD Sylhet Regional Office, Sylhet
- 5) Accounts Officer, Urban Development Directorate (UDD)
- 6) Planner, Urban Planning, Urban Development Directorate (UDD)  
[Requested to take necessary action immediately for uploading the Purchase Order in UDD's official Website]
- 7) Administrative Officer, Urban Development Directorate (UDD)
- 8) Office Assistant cum Computer Typist & Member Secretary, QEC, UDD, Sylhet Regional Office, Sylhet
- 9) Information Portal, Sylhet Regional Office, UDD, Sylhet
- 10) Office Copy



05-03-2023

**Shaheen Ahmed**  
**Senior Planner**