

**\*ANNUAL PROCUREMENT PLAN FOR 2016-17**  
(under Rule 8 & 9 of the Public Procurement Rules 2004)

Name of the Procuring Agency Universal Services Fund Co. (USF)

1	2	3	4	5	6	7	8
Sr. No.	Name of Procurement (Description)	Estimated Cost	Procurement Method**	Tentative date of Procurement Notice Publication	Tentative date of Award of Contract	Tentative date of Completion	Remarks (if any)
1	Stationery	840,000	Competitive Bidding	Already Done	Already awarded	Completed	
2	Printing Stationery	103,000	Petty Purchases / Quotations	Oct-16	Nov-16	December-16	
3	Office Supplies	142,000	Petty Purchases / Quotations	Already Done	Already awarded	Completed	
4	Rental- Plants	60,000	Petty Purchases / Quotations	Dec-16	17-Jan	February-16	
5	Insurance	1,800,000	Direct Contracting (NICL)	-	-	July-16	
6	Rental - Vehicles	7,625,000	Competitive Bidding	Already Done	Already awarded	August-17	
7	Repair & Maintenance (Building, Furniture & Fixtures, Machine & Appliances)	1,400,000	Petty Purchases / Quotations	Three Quotations	Q1, Q2, Q3 & Q4	June-17	
8	Repair & Maintenance (Official Vehicles)	400,000	Direct Contracting (Toyota / Suzuki Motors)	-	-	-	
9	Repair & Maintenance (Computer Related Items, Comm System)	795,000	Petty Purchases / Quotations	Three Quotations	Q1, Q2, Q3 & Q4	June-17	
10	Furniture & Fixtures	1,000,000	Competitive Bidding	Nov-16	Dec-16	February-17	
11	Office Machines & Appliances	180,000	Petty Purchases / Quotations	Nov-16	Dec-16	February-17	
12	Computer Equipment	3,010,000	Competitive Bidding	Sep-16	Oct-16	December-16	
13	IT Infrastructure Expansion/Renovation	1,500,000	Competitive Bidding	Apr-17	May-17	June-17	

\* The Annual Procurement Plan may be prepared on the assumption that total allocated budget will be released.

\*\* Procurement method means open competitive Bidding / Petty Purchases / Quotations / Direct Contracting / Negotiated Tendering.