

# Expression of Interest

## “Selection of consulting firm for developing ICT Based Centralized Store Inventory Management System in BREB/PBS”

EOI Reference No. **27.12.0000.022.48.502.22.513**; Date: 13/12/2022

### Submitted to



**Md. Azam Khan**

*Director, System Engineering & Design Directorate, Bangladesh Rural Electrification Board  
Bangladesh Rural Electrification Board, Training Academy Building, 4th floor, Nikunja-2  
Khilkhet, Dhaka-1229, Bangladesh.*

### Submitted by: Devnet - GPAD JV



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**Date of Submission: January 04, 2023**

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## Section: 1 General Information

### 1.1 Authorization Letter

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## 1.2 JV Letter Devnet-GPAD

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### 1.3 Application for Expression of Interest

(Please Turn Over the Page)

## 1.4 Joint Venture (JV) Agreement

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## 1.5 Executive Summary

With governments aim in mind to digitalize the nation through Digital Bangladesh, Devnet-GPAD are willing to help and share knowledge and skills with the government to achieve that goal. The assignment name is Selection of consulting firm for developing ICT Based Centralized Store Inventory Management System in BREB/PBS. The overall objectives of this proposed system for Bangladesh Rural Electrification Board (BREB) are

- To develop and implement ICT Based Centralized Store Inventory Management System in BREB/PBS
- To migrate and integrate the existing system
- To ensure security of the Centralized Store Inventory Management System.

Devnet-GPAD are the most experienced and reputed IT organizations of the country having vast experience in ICT based store inventory management/ office management system [ERP & BASB Automation System (Bangladesh Armed Services Board, BASB)] software development, software automation and web-based application development, Archiving and Document Management System, workflow application and approval process for both Government and Non-government sector. We have demonstrated experiences in Store Inventory Management System and related fields. We intend to provide the services to Bangladesh Rural Electrification Board (REB) for developing **ICT Based Centralized Store Inventory Management System**. We intend to develop a centralized Store Inventory Management System so that all store related information for example, recently procured hardware and network devices information and other office equipment's and accessories information will be stored in a centralized platform.

We have outlined the details of our organizational experience and capabilities to help you to assess the suitability for the purpose of short listing.

## 1.6 Strength of JV for this project

### A. Strength of Devnet for this project

Devnet Limited is the most experienced and reputed organizations of the country for ICT based store inventory management/ office management system [ERP & BASB Automation System (Bangladesh Armed Services Board, BASB)] software development, software automation and web-based application development, Archiving and Document Management System, workflow application and approval process for both Government and Non-government sector. Below are the key aspects for considering this Devnet in this project:

Sl#	Firm name	Expertise/strength
1	Devnet Limited	<ul style="list-style-type: none"> <li>• 22+ years of experience</li> <li>• 15+ years of experience in developing web-based enterprise solution and solution for public service delivery e.g.: Store Inventory Management System, Office Management System, Land management system, Case Management System.</li> <li>• 40+ Web based application for Approval process automation/Document Management/file management/workflow application across the country/ Land Bank</li> <li>• Experienced in development of robust and dynamic ERP solution and Business Process Automation System.</li> <li>• Experience in developing responsive and user-friendly application</li> <li>• Strong dynamic development team</li> <li>• Ready resource having experience of required technology/platform</li> <li>• Experience of similar large-scale government project implementation</li> <li>• CMMI Level 3 certification, ISO 9001:2008 and ISO 27001:2005 certified</li> <li>• Membership of BASIS, BCS, BACCO, BGCCI, AIIM etc.</li> </ul>

## B. Strength of GPAD for this project

**Geo-Planning for Advanced Development (GPAD)** is one of the most experienced and reputed IT-enabled consulting firm of the country for ICT based store inventory management/ office management system, software development, and web-based application development, conducting training for both Government and Non-government sector. Below are the key aspects for considering **GPAD** in this project:

Sl#	Firm name	Expertise/strength
1	Geo-Planning for Advanced Development (GPAD)	<ul style="list-style-type: none"> <li>• 13 years of experience</li> <li>• 10+ years of experience in Store Management System development and software development</li> <li>• Experience in developing responsive and user-friendly application</li> <li>• Strong development team</li> <li>• Ready resource having experience of required technology/platform</li> <li>• Specialization in conducting professional training efficiently all over Bangladesh</li> <li>• Specialized training on Software Development, Web Design, Website Development, MS Office Professional, Database Development, Data Entry, Graphics Design, Geographic Information System (GIS), and application on different fields (Land Management, Disaster Management, Agriculture, Network Analysis, Water Management, Transport, Urban Planning, Landscape Design, Private Residential Area Planning, Mapping from Open Source Data like google map, google image, bing image, ASTER Image etc.), Open Source GIS software like QGIS, Map Window GIS, GPS Survey Techniques, Spatial Data Management, Statistical Package for Social Science (SPSS), AutoCAD 2D/3D, Google Sketch up etc.</li> <li>• Survey of Bangladesh certification, and BASIS certified</li> <li>• Membership of BASIS, ADB, World Bank and Survey of Bangladesh etc.</li> </ul>

## 1.7 Compliance matrix to Required Qualification and Experience

Sl. No.	Requirement	Comment
1	They should have at least 05 years of experience in Store Management System development and at least one successfully project related to software development also should have a full-fledged staff Set-up that will be capable of doing the work.	Fully complied. 15+ years of experience in developing web-based enterprise solution and solution for public service delivery e.g.: Store Inventory Management System, Office Management System, Land management system, Case Management System.
2	The firm must have financial capability to handle the services of the similar activities and yearly turnover is at least 25 lac in last 05 (Five) years.	Fully complied. <ul style="list-style-type: none"> <li>• <b>Devnet</b> Turnover for last 05 years attached in page no. 338</li> <li>• <b>Devnet</b> Financial Audit Report attached in page no. 339</li> <li>• <b>GPAD</b> Turnover for last 05 years attached in page no. 432</li> <li>• <b>GPAD</b> Financial Audit Report attached in page no. 433</li> </ul>
3	a) Establishment of the firm b) Qualification of the firm c) Availability of the key staff d) Physical resources e) Experience in software development f) Overall experience g) Specific experience	Fully complied. <ul style="list-style-type: none"> <li>• <b>Devnet</b> all legal documents are attached in page no. 11</li> <li>• <b>GPAD</b> all legal documents are attached in page no. 22</li> <li>• Availability of the <b>key staff</b> are attached in page no. 458</li> <li>• <b>Devnet</b> working Experience with Work Order/ Completion Certificate in Software Development are attached in page no. 29</li> <li>• <b>GPAD</b> working Experience with Work Order/ Completion Certificate in Software Development are attached in page no. 179</li> <li>• <b>Devnet</b> Company Profile are attached in page no. 276</li> <li>• <b>Devnet</b> Physical resources are attached in page no. 305</li> <li>• <b>GPAD</b> Company Profile are attached in page no. 309</li> <li>• <b>GPAD</b> Physical resources are attached in page no. 320</li> </ul>

## Section:2 Legal Documents

### 2.1 Legal Documents (Devnet)

## Legal Documents

- Certificate of Incorporation
- Trade License
- Value Added Tax Registration Certificate (BIN)
- Taxpayer's Identification Number (TIN) Certificate
- Tax Exemption certificate
- CMMI SVC/3 certificate
- BASIS Membership Certificate
- Bangladesh Computer Samity Membership Certificate



## Certificate of Incorporation

২০১০-১০-১৮



## Certificate of Incorporation

No. C-40841(200)/2000

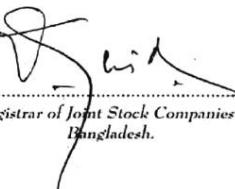
I hereby certify that Devnet Limited.

X X X

is this day incorporated under the Companies Act (Act XVIII) of 1994 and that the Company is Limited.

Given under my hand at Dhaka  
this Twenty-fifth day of July  
One thousand nine hundred and Two thousand.



  
Registrar of Joint Stock Companies  
Bangladesh.

J. S. C.-34

B.G.P.:97/98-18023F—15,000 Copies. (C-38) 1997.

## Trade License

### ঢাকা উত্তর সিটি কর্পোরেশন

www.dncc.gov.bd



#### লাইসেন্স ইস্যুর বিবরণ

ইস্যুর তারিখ : 08/09/2022  
ইস্যুর সময় : 10:53:27

**ই-ট্রেড লাইসেন্স**  
লাইসেন্স নং : TRAD/DNCC/050919/2022

এনিয় সরকার (সিটি কর্পোরেশন) আইন, ২০০৯ (২০০৯ সনের ৬ নং আইন) এর ধারা ৮৪-তে প্রদত্ত ক্ষমতাবলে সরকার প্রণীত আদর্শ কর তফসিল, ২০১৬ এর ১০ অনুচ্ছেদ অনুযায়ী বসা, বৃক্ষ, পেশা বা শিল্প প্রতিষ্ঠানের উপর আরোপিত কর আদায়ের লক্ষ্যে নিম্ন বর্ণিত ব্যক্তি/প্রতিষ্ঠানের আনুকূলে অত্র ট্রেড লাইসেন্সটি ইস্যু করা হলো।

১। ব্যবসা প্রতিষ্ঠানের নাম	ডেভনেট লিমিটেড
২। প্রতিষ্ঠানের মালিকের নাম	সৈয়দ আবু মোঃ জাফর
৩। পিতা / স্বামীর নাম	সৈয়দ আবু ইউস বাদশা
৪। মাতার নাম	যোছ: জাকিয়া আখতার
৫। ব্যবসার প্রকৃতি	বানু
৬। ব্যবসার ধরণ	লিমিটেড কোম্পানী
৭। প্রতিষ্ঠানের ঠিকানা	আমদানী কম্পিউটার সফটওয়্যার ডাটাএন্টি, রপ্তানী
৮। অঞ্চল / বাজার শাখা ঝলকা	১২, কারওয়ান বাজার বি ডি বি এল ভবন (৯ম তলা) তেজগাঁও ঢাকা ওয়ার্ড / মার্কেট:

২৬

৯। এনআইডি/পাসপোর্ট/জন্ম নিব: নং ফোন	: ১৪৯২৪৯৮৭৪৬ ০১৭১৩১৪১১৪	বিআইএন নং: ই-মেইল:
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১০। অর্থ বছর : ২০২২-২০২৩ নবায়নকৃত। ব্যবসা শুরুর তারিখ: ২৩/০৭/২০১৮

১১। মালিকের বর্তমান ঠিকানা	ব্যবসা শুরুর তারিখ:	মালিকের স্বামী ঠিকানা	
হোল্ডিং নং:	হোল্ডিং নং:	:	
রোড নং:	রোড নং:	:	
গ্রাম / মহল্লা	গ্রাম / মহল্লা:	:	
পেস্টকোড	পেস্টকোড	:	
থানা	থানা	:	
জেলা	জেলা	ঢাকা	
বিভাগ	বিভাগ	ঢাকা	
১২। ট্রেড লাইসেন্স/নবায়ন ফি(বার্ষিক)			
লাইসেন্স/নবায়ন ফি	৫৫০০	সাইনবোর্ড কর	৮৮০
সারচার্জ	০	ভ্যাট	৮৯৭
আয়কর/ উৎসেকর	৩০০০	বই মূল্য	২৫০
বকেয়া ()	০	ফর্ম ফি	০.০০
সংশোধনী ফি	০.০০	সর্বমোট	১০১২৭.০০

অত্র ট্রেড লাইসেন্স এর মেয়াদ ৩০ শে জুন, 2023 পর্যন্ত



## Tax Exemption Certificate

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
জাতীয় রাজস্ব বোর্ড  
রাজস্ব ভবন, সেগুনবাগিচা, ঢাকা।

নথি নং-০৮.০১.০০০০.০৩৪.০১.০৩৪.১৩- ৫৩৮

তারিখ: ২৭/০৭/২০২২ খ্রিঃ।

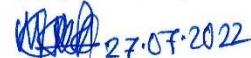
সনদপত্র নং-১৫৪

**বিষয়:** আয়কর অধ্যাদেশ, ১৯৮৪ এর ৫২AA ধারার দ্বিতীয় প্রোভাইসোর আওতায় আয়কর কর্তন ব্যতিরেকে বিল পরিশোধের সনদপত্র।

জাতীয় রাজস্ব বোর্ড এ মর্মে সনদপত্র প্রদান করছে যে, পায়কর অধ্যাদেশ, ১৯৮৪ এর ৫২AA ধারার দ্বিতীয় প্রোভাইসো মোতাবেক অর্থ পরিশোধের দায়িত্বে নিয়োজিত কর্তৃপক্ষ কর্তৃক ডেভেলপ্ট লিমিটেড [টিআইএন-২৪৮১৮২৭৪৯৫৭৬/সাঃ-৩১৬(কোম্পানীজ), কর অধ্যল-১৫] কে Software Development, Document conversion, imaging and digital archiving, Digital data entry and processing, IT support and software maintenance service ব্যবসার ক্ষেত্রে পরিশোধযোগ্য মূল্য হতে আয়কর বাবদ কোন অর্থ কর্তন করবেন না।

০২। তবে, উপরিউক্ত ব্যবসা বিহীন আমদানীকৃত সফটওয়্যার সরবরাহ অথবা ক্রয়-বিক্রয় এবং কম্পিউটার হার্ডওয়্যার, প্রিন্টার ও আনুষঙ্গিক যন্ত্রাংশ সরবরাহ অথবা ক্রয়-বিক্রয়, ব্যাংক সুদ, অন্য কোন সেবা প্রদান, ৬ষ্ঠ তফশিল পার্ট-এ, প্যারা-৩০ বিহীন সেবা বা ব্যবসার কোন বিল প্রাপ্তি এবং অন্যান্য ব্যবসার ক্ষেত্রে এ সনদপত্র প্রযোজ্য নয়।

০৩। আয়কর অধ্যাদেশ, ১৯৮৪ এর ৬ষ্ঠ তফশিল পার্ট-এ, প্যারা-৩০ মোতাবেক ইস্যুকৃত এ সনদপত্রের মেয়াদ ০১/০৭/২০২২ (পহেলা জুলাই, দুই হাজার বাইশ) হতে ৩০/০৬/২০২৩ (ত্রিশ জুন, দুই হাজার তেইশ) তারিখ পর্যন্ত বলৱৎ থাকবে।

 ২৭.০৭.২০২২

(মোঃ গোলাম কিবরিয়া)  
দ্বিতীয় সচিব (কর অব্যাহতি)  
ফোন: +৮৮০-২২২২২৬৪৬১

প্রাপকঃ  
ব্যবস্থাপনা পরিচালক  
ডেভেলপ্ট লিমিটেড  
BDBL Bhaban (9th Floor)  
East, 12, Karwan Bazar, Dhaka-1205

নথি নং-০৮.০১.০০০০.০৩৪.০১.০৩৪.১৩-

তারিখ: ২৭/০৭/২০২২ খ্রিঃ।

অনুলিপি অবগতি ও প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য প্রেরিত ইলং

১। কর কমিশনার, কর অধ্যল-১৫, ঢাকা।



(মোঃ গোলাম কিবরিয়া)  
দ্বিতীয় সচিব (কর অব্যাহতি)  
ফোন: +৮৮০-২২২২২৬৪৬১

## Taxpayer's Identification Number (TIN) Certificate



Government of the People's Republic of Bangladesh

National Board of Revenue

Taxpayer's Identification Number (TIN) Certificate

**TIN : 248142749576**

This is to Certify that **Devnet Limited** is a Registered Taxpayer of National Board of Revenue under the jurisdiction of **Taxes Circle-316 (Company)**, Taxes Zone **15, Dhaka**.

**Taxpayer's Particulars :**

- 1) Name : **Devnet Limited**
- 2) Registered Address/Permanent Address : **BDBL Bhaban (9th Floor),, 12 Karwan Bazar,Dhaka-1215, Tejgaon, Dhaka, PO : 1215**
- 3) Current Address : **BDBL Bhaban (9th Floor),, 12 Karwan Bazar,Dhaka-1215, Tejgaon, Dhaka, PO : 1215**
- 4) Previous TIN : **1412008978**
- 5) Status : **Company**

Date : December 26, 2013



**Please Note:**

1. A Taxpayer is liable to file the Return of Income under section 75 of the Income Tax Ordinance, 1984.
2. Failure to file Return of Income under section 75 is liable to-(a) Penalty under section 124; and(b) Prosecution under section 164 of the Income Tax Ordinance, 1984.

Deputy Commissioner of Taxes  
Taxes Circle-316 (Company)  
Taxes Zone 15, Dhaka  
Address : Razzak Plaza (5th Floor), 383, Tongi Diversion Road, Mogbazar, Dhaka Phone : 8316276

N. B: This is a system generated certificate and requires no manual signature.

## BIN Certificate



### Government of the People's Republic of Bangladesh National Board of Revenue

Mushak-2.3

Customs, Excise and VAT Commissionerate, Dhaka (South)  
Tejgaon Division

### Value Added Tax Registration Certificate

This is to certify that the person whose details are given below is registered under  
Value Added Tax and Supplementary Duty Act, 2012 (Act No. 47 of 2012)

**BIN : 000501803-0203**

Name of the Entity	: DEVNET LIMITED
Trading Brand Name	: N/A
Old BIN	: 19111032422
e-TIN	: 248142749576
Address	: BDBL Bhaban (Level 9, East), 12 Karwan Bazar; Tejgaon PS; Dhaka-1215; Bangladesh
Issue Date	: 22/06/2017
Effective Date	: 01/07/2019
Type of Ownership	: Private Limited
Major Area of Economic Activity	: Services, Imports



*This is a system generated certificate and doesn't require any signature*

## Income Tax Clearance Certificate



Government of the Peoples' Republic of Bangladesh  
National Board of Revenue  
Income Tax Wing  
Dhaka.

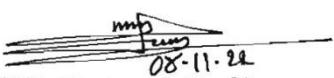
### Income Tax Clearance Certificate

#### Particulars of the tax payer:

- a. Name : DEVNET LIMITED.
- b. Father's/Husband's Name : N/A.
- c. Permanent Address : BDBL Bhabon, 12 Kawran Bazar (9<sup>th</sup> Floor East)  
Dhaka-1215.
- d. Present Address : BDBL Bhabon, 12 Kawran Bazar (9<sup>th</sup> Floor East)  
Dhaka-1215.
- e. Status : Company.
- f. Tax Payer's Identification Number (TIN) : 248142749576/Circle-316 (Companies).
- g. Business Identification Number (BIN) : N/A

This is to certify that **DEVNET LIMITED** is a registered assessee of the Taxes Circle-316 (Companies), Taxes Zone-15, Dhaka. The assessment has been completed for the assessment year 2021-2022. //



  
08-11-22  
( Mir Rezoanul Abed )  
Deputy Commissioner of Taxes  
Circle-316 (Companies)  
Taxes Zone-15, Dhaka.  
Phone : 9337968

## CMMI Level 3



## BASIS Membership Certificate

Sl. No.: 1093



## CERTIFICATE OF MEMBERSHIP

THIS IS TO CERTIFY THAT

**DEVNET LIMITED**

IS **GENERAL** CATEGORY MEMBER OF  
BANGLADESH ASSOCIATION OF SOFTWARE AND INFORMATION SERVICES  
SINCE **MAY 10, 2005** HAVING MEMBERSHIP NUMBER **GE-05-05-146**.  
THIS CERTIFICATE IS VALID UPTO **DECEMBER 31, 2022**.



Please scan this QR code to  
verify membership validity



President



Secretary

**Bangladesh Association of Software and Information Services**

Registration no: TO-428/(98)

↳ +880 96 12322747 ✉ info@basis.org.bd 🌐 www.basis.org.bd



## Bangladesh Computer Samity Membership Certificate



বাংলাদেশ কম্পিউটার সমিতি  
Bangladesh Computer Samity  
The ICT Industry Association of Bangladesh

### Membership Certificate

SL.No. 2210

This is to certify that

**DEVNET LIMITED**

of

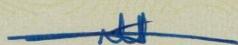
BDBL BHABAN (LEVEL-9, EAST J, 12 KARWAN BAZAR, DHAKA 1215)

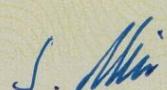
is a member of  
Bangladesh Computer Samity

having membership identification number 453

The membership certificate is issued on February 10, 2022

and valid till December 31, 2022

  
(Mohammed Monirul Islam)  
Secretary General

  
(Md. Shahid-Ul-Munir)  
President

House No.: 33/B, Road No.: 04, Dhanmondi, Dhaka-1205, Bangladesh. Tel: +88 02 9671342, 9671350; Ext.: 108; E-mail: samity@bcs.org.bd; URL: www.bcs.org.bd  
Bangladesh Computer Samity is the ICT Industry Association of Bangladesh having Registration No. CT0299(11)/92

## ISO Certificate

### CERTIFICATE OF INFORMATION SECURITY MANAGEMENT SYSTEM CERTIFICATION

Certificate No.016ZB14I10141R0S

This is to Certify that the Information Security Management System of

**DEVNET LIMITED**

is in conformity with

**ISO/IEC 27001:2005 STANDARD**

This certificate is valid to the following product(s)/service(s)

INFORMATION SECURITY MANAGEMENT RELATED TO INTERNAL INFORMATION ASSETS  
PROTECTION AND IT ENABLED SERVICES PROVISION TO EXTERNAL CLIENTS  
Statement of Applicability:DEVNET/ISMS-SOA-VER-1.0

REGISTERED ADDRESS:BDBL BHABAN, (9TH FLOOR, EAST), 12 KARWAN BAZAR, DHAKA -  
1215, BANGLADESH  
GEOGRAPHIC ADDRESS:BDBL BHABAN, (9TH FLOOR, EAST), 12 KARWAN BAZAR, DHAKA -  
1215, BANGLADESH

Issue Date:DEC. 09, 2014

Beijing New Century Inspection & Certification Co., Ltd.

Reissue Date:DEC. 09, 2014

General Manager:

Valid Until:DEC. 08, 2021



BCC Address:11/F, Building 1 Guoying, Nanxiaojie, Xizhimennei, Xicheng District, Beijing, P.R.China  
The certificate is valid within the term of validity of all administrative and qualification  
license subject to the regulation of P.R.China  
It shall be maintained by regular surveillance assessments and shall be valid when used in conjunction  
with the Notice of Surveillance Decision  
The query website of certificate valid state: www.bcc.com.cn 2-dimensional bar code search: v.bcc.com.cn  
The certificate information is available in the CNCA website: www.cnca.gov.cn



## 2.2 Legal Documents (GPAD)

### GPAD Legal Documents

- Trade License
- TIN Certificate
- Income Tax Certificate
- VAT Registration Certificate
- SOB Registration Certificate
- BASIS Membership Certificate

## Trade License

## ঢাকা উত্তর সিটি কর্পোরেশন

[www.dncc.gov.bd](http://www.dncc.gov.bd)



লাইসেন্স ইস্যুর বিবরণ

ইস্যুর তারিখ :25/07/2022  
ইস্যুর সময় :11:02:35

১-ড্রেড লাইসেন্স



ছান্নীয় সরকার (সিটি কর্পোরেশন) আইন, ২০১০ (২০১০ সনের ৬০ তম আইন) এর খাতা ৮-ত স্থান্ত ক্ষমতাবলে সরকার প্রাণী আদর্শ কর্তৃ ফর্মসিল, ২০১৬ এর ১০ অনুচ্ছেদ অন্তর্যামী বার্তা গতি পেরা যা সিল প্রতিক্রিয়া উপর আগ্রহিত কর আগ্রহিত লক্ষ্য বিলু পর্যবেক্ষণ গতি/ প্রতিক্রিয়া আবক্ষল জন্ম প্রোত্তু প্রতিক্রিয়া ইত্যে করা হবে।

১। ব্যবসায় প্রতিষ্ঠানের নাম	: জিও প্লাটিনাম ফর্ডেডল ভেঙ্গেলপমেন্ট
২। প্রতিষ্ঠানের সাময়িকের নাম	: ১. মোঃ রেজাউর বুরহান ২. মোঃ বারাহানুল ইসলাম
৩। পিতা / স্থানীয় নাম	: ১. মোঃ জাফরাল আবেদিন মডেল
	: ২. মোঃ নূরফর বুরহান
৪। মাতার নাম	: ১.মোঃবারাহানুল ইসলাম ২. মোসাঃ আফরোজা সুলতানা
৫। ব্যবসায় শক্তি	: অন্যান্য - পর্যবেক্ষণী
৬। ব্যবসায় পর্যায়	: আইটি বাণিজ্য কম্পিউটার প্রশিক্ষণ কেন্দ্র, প্রশার্মাদাতা
৭। প্রতিষ্ঠানের ঠিকানা	: জ. নং. ৬০, নীচ ঢোনা, মহাখালী, গুলশান ঢাকা-১২১২।
৮। অফিসেল / বাচার শাখা এলাকা	: ১. মহাখালী ২. কক্ষা, মহাখালী

20

୯। ଏନଆଇଡି/ପାରପୋର୍ଟ/ଜ୍ଞମ ଲିବ: ନେୟ ଫୋନ୍	: ୬୪୪୯୬୦୬୦୫୧୪, ୮୩୬୨୦୭୨୨୦୮ ୦୨୨୧୨୦୮୭୦୯୫୯	ବିଆଇ-ଏନ ନଂ: ଟ୍ରେକ୍ସ୍
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विआईएन नं:

১০। অর্থ বছর : ১০২২-২০২৩ নথায়নকৃত বাবস্তা শুল্কের তারিখ:

卷之三

<b>১১। মালিকের বর্তমান ঠিকানা</b>	বাসা- ০১৬১০, শুভাঞ্জ ইউজ, ফ্লাটিং ৫ এ।	মালিকের স্থায়ী ঠিকানা	:
হোল্ডিং নং	:	হোল্ডিং নং	:
ড্রেণ নং	:	ড্রেণ নং	:
গ্রাম / মহাজা	: বড় মগবাজার	গ্রাম / মহাজা	:
প্রেস্টেকেড	: ১২১৭	প্রেস্টেকেড	:
ঘানা	: রূপনা	ঘানা	:
জেলা	:	জেলা	:
বিভাগ	: ঢাকা	বিভাগ	:
<b>১২। প্রেট লাইসেন্স/নবায়ন ফি(বার্ষিক)</b>			
লাইসেন্স/নবায়ন ফি	: ৩০০০	পারিন্বোর্ড কর	: ৮০০
সার্চার্জ	: ০	চাটি	: ৫৭০
আয়োকর / উৎসেকর	: ৩০০০	বেই মূল্য	: ০
বকেয়া ()	: ০	ফলাফলি	: ০.০০
সর্বশেষবারী ফি	: ৮০২৫.০০	সর্বশেষ	: ১১০৫১.০০

অব ট্রেড লাইসেন্স এর মেয়াদ ৩০ শে জুন, ২০২৩ পর্যন্ত

লাইসেন্স ও বিজ্ঞাপন সুপারভাইজার



କର କର୍ମକାରୀ

## TIN Certificate



Government of the People's Republic of Bangladesh

National Board of Revenue

Taxpayer's Identification Number (TIN) Certificate

TIN : 375255120351

This is to Certify that **Geo-Planning for Advanced Development** is a Registered Taxpayer of National Board of Revenue under the jurisdiction of **Taxes Circle-297 , Taxes Zone 14, Dhaka.**

**Taxpayer's Particulars :**

- 1) Name : **Geo-Planning for Advanced Development**
- 2) Registered Address/Permanent Address : **GP Ja 61, Waireless, Mohakhali, Gulshan, Dhaka**
- 3) Current Address : **GP Ja 61, Waireless, Mohakhali, Gulshan, Dhaka**
- 4) Previous TIN : **Not Applicable**
- 5) Status : **Firm**



Date : August 24, 2017



**Please Note:**

1. A Taxpayer is liable to file the Return of Income under section 75 of the Income Tax Ordinance, 1984.
2. Failure to file Return of Income under section 75 is liable to:-
  - (a) Penalty under section 124; and
  - (b) Prosecution under section 164 of the Income Tax Ordinance, 1984.

Deputy Commissioner of Taxes  
Taxes Circle-297  
Taxes Zone 14, Dhaka  
Address : 12/1, Al-Tarick Tower, Bijoynagar, Dhaka Phone :

N. B: This is a system generated certificate and requires no manual signature.

## Income Tax Certificate



GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH  
NATIONAL BOARD OF REVENUE  
INCOME TAX WING

### INCOME TAX CERTIFICATE

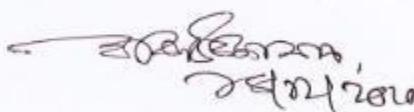
#### PARTICULARS OF THE TAX PAYER :

- a) Name : Geo-Planning for Advanced Development  
b) Father's Name : N/A.  
c) Present Address : G.P. Ja-61, Wireless, Mohakhali, Gulshan, Dhaka.  
d) Permanent Address : G.P. Ja-61, Wireless, Mohakhali, Gulshan, Dhaka.  
e) Status : Firm.  
f) Tax Payer Identification Number (E-TIN) : 375255120351/C-297, Dhaka  
g) Business Identification Number(BIN) : N/A

This is to certify that, **Geo-Planning for Advanced Development**, is an assessee of Circle-297, Taxes Zone-14, Dhaka. The Assessment has been completed for the assessment year 2020-2021 under section 82BB (Universal Self) and Tax Paid Thereon (At Source).

Date: 25/11/2020.

S. L: (737)



25/11/2020

(Md. Moshiuzzaman)  
Extra Assistant Commissioner of Taxes  
Circle-297, Taxes Zone-14, Dhaka.  
Phone-9555216.

## VAT Registration Certificate



Government of the People's Republic of Bangladesh  
National Board of Revenue

Mushak-2.3

Customs, Excise and VAT Commissionerate, Dhaka (North)  
Gulshan Division

### Value Added Tax Registration Certificate

This is to certify that the person whose details are given below is registered under  
Value Added Tax and Supplementary Duty Act, 2012 (Act No. 47 of 2012)

**BIN : 001134897-0101**

Name of the Entity	: GEO-PLANNING FOR ADVANCED DEVELOPMENT
Trading Brand Name	: Geo-Planning for Advanced Development
Old BIN	: N/A
e-TIN	: 375255120351
Address	: GP Ja 61 (Ground Floor), Mohakhali C/A, Gulshan, Dhaka 1212; Gulshan PS; Dhaka-1212; Bangladesh
Issue Date	: 19/02/2020
Effective Date	: 01/02/2020
Type of Ownership	: Partnership
Major Area of Economic Activity	: Services



*This is a system generated certificate and doesn't require any signature.*

## SOB Registration Certificate



গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
বাংলাদেশ জরিপ অধিদপ্তর  
সার্ভিসর ভোল্ডের অফিস  
তেজগাঁও, ঢাকা-১২০৮

জরিপ কার্ডের বোর্ডার সনদপত্র



নিবন্ধনঃ ২০২১০৮১৫

বাংলাদেশ জরিপ অধিদপ্তর কর্তৃক প্রদত্ত বেসরকারী জরিপ প্রতিষ্ঠানের জন্য নিবন্ধন লিভিমালায় বর্ণিত সকল শর্তবলী যথাযথভাবে পালন করিয়া  
শিক্ষার জন্য ও সরকারী ব্যবহার পূর্বক ট্রেডেজার্ফিক জরিপ কাজ/ মালচার্চ প্রযোজনের জন্য নিম্নলিখিত সংস্থাকে যোগাযোগ সনদপত্র প্রদান করা হইলঃ

ক। সংস্থার নাম : জিও প্ল্যানিং ফর এডভালিউ টেকনোলগিসেন্ট  
খ। ঠিকানা : বাড়ী নং-১২, রোড-৪, রুক্মি-জে, বগুড়ী, ঢাকা-১২১৯।  
গ। ক্যাটাগরি :  
ঘ। ইস্যুর তারিখ : ২৫ জুন ২০২১  
ষ। মোবাল উন্নীসের তারিখ : ২৫ জুন ২০২৩

উক্তের নিবন্ধন লিভিমালার পরিপন্থী কার্যক্রম পরিচালনা করিবলৈ এই বেগোয়াতা সনদপত্র বাতিল বলিয়া গণ্য হইবে এবং প্রচলিত আইনগুলোর ব্যবস্থা  
এহার কর্তব্য হইবে।

স্থান : ঢাকা।  
তারিখ : ২৪ আগস্ট ১৪২১/২৫ জুন ২০২১।  
নোং আর্জু কলার্স  
পরিচালক, উন্নয়ন সার্ভিস  
সভাপতি, নিবন্ধন কর্মসূচি  
পক্ষে সার্ভিসর ভোল্ডের অব বাংলাদেশ।

## BASIS Membership Certificate

Sl. No.: 651



### CERTIFICATE OF MEMBERSHIP

THIS IS TO CERTIFY THAT

**GEO-PLANNING FOR ADVANCED DEVELOPMENT  
(GPAD)**

IS GENERAL CATEGORY MEMBER OF

BANGLADESH ASSOCIATION OF SOFTWARE AND INFORMATION SERVICES  
SINCE APRIL 01, 2021 HAVING MEMBERSHIP NUMBER GE-21-04-0028 .

THIS CERTIFICATE IS VALID UPTO DECEMBER 31, 2021 .



*Note: This is a system-generated certificate, no signature is required.  
Please scan the QR code to verify membership validity.*

**Bangladesh Association of Software and Information Services**

Registration no: TO-428/(98)

📞 +880 96 12322747 📩 info@basis.org.bd 🌐 www.basis.org.bd

## **Section:3 Project Experience & Certificates**

### **3.1 Experience in Store Management/ Office Management System Development (Devnet)**

<b>Sl. No.</b>	<b>Client/project name</b>	<b>Brief description</b>	<b>Contact Person</b>
<b>1</b>	Bangladesh Armed Services Board	Establishment of BASB Automation System  ERP for Bangladesh Armed Services Board (BASB)	Deputy Director (Coordination) Name : Mohammad Shimul Mahmud Bhuyan, PSC BA No : BA-5888 Rank : Major Tel : 88-02-58311056 Mob : 01769010303 E-Mail : ao@basb.gov.bd Fax : 88-02-9353828 Establishment of BASB Automation System, Bangladesh Armed Services Board (BASB), 160, Kakrail, Dhaka

## Details of Experience

### Bangladesh Armed Services Board (BASB)

Project Name	Development of Web Based Software & Training for BASB Automation System
Name of Client	<p>Deputy Director (Coordination)  Name : Mohammad Shimul Mahmud Bhuyan, psc  BA No : BA-5888  Rank : Major  Tel : 88-02-58311056  Mob : 01769010303  E-Mail : ao@basb.gov.bd  Fax : 88-02-9353828</p> <p>Major Ahmed Murtaza Reza  Project Director, Establishment of BASB Automation System (Revised), 160, Kakrail, Dhaka  Telephone: +88-02-9336153, FAX: +88-02- 9353828  Email: hq@basb.gov.bd, Web: <a href="http://www.basb.gov.bd">www.basb.gov.bd</a></p>
Project location within Country	Dhaka
Participation	As a lead Firm
Value of Services	BDT 1,36,81,500/-
Source of Financing	Company's own fund
Start Date (19/03/2017)	Completion Date: (19/03/2018)
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Manager: Nasit Istiaq Ahmed, Software Architect: Roni Kumar Saha, System Analyst: Md. Reazul Islam Polash, Database Administrator: Mohammad Syful Islam Noman, System Administrator: Md. Moniruzzaman Miah, Mohammad, Sr. Developer: Md. Moinul Islam, Mamun Mia, Developer: Shuvro Roy, Shahidul Hasan, Mir Bahar Nurul Amin, Md. Sohag Hossain, Anis Uddin Ahmed, Samiul Amin Shanto, M. Nayem Abdullah etc.
Description of the Project (less than 500 words)	<p>Development of Web Based Software &amp; Training for BASB Automation System. A Web based application has been developed for BASB, which is being used to track the day to day status of foreign aid mobilization activities for pipeline and on-going projects/ programs of government. It will be used to accelerate the process of Annual Development Programme (ADP)/Revised Annual Development Programme (RADP) allocation. The application will provide different reports based on different parameters and filters which would help BASB to monitor their regular operational status. The application will also be used to automate all activities, archive various documents on different stages on both pipeline and on-going projects.</p> <p>Major Modules:</p>

	<ul style="list-style-type: none"> <li>• System Dashboard</li> <li>• User Classification and rights</li> <li>• ID Card Management</li> <li>• Personnel Management</li> <li>• Welfare Management</li> <li>• Patient and Medicine Management</li> <li>• Defense Colony Land Management</li> <li>• Micro Credit Loan Management</li> <li>• Shanti Nibash Management</li> <li>• Shashastra Bahini Polly Management</li> <li>• Funeral Management</li> <li>• Archive Management</li> <li>• Accounts Management</li> <li>• Budget Management</li> <li>• Leave Management</li> <li>• Daily Correspondence Management</li> <li>• Movement Management</li> <li>• Policy Letters Management</li> <li>• Monthly Activities Management</li> <li>• Daily Vehicle &amp; POL Management</li> <li>• Daily Programme Management</li> <li>• Monthly /Quarterly/ Half Yearly / Yearly Reports Return Management</li> <li>• Workflow Management</li> <li>• Database Management</li> <li>• Backup Management</li> <li>• Documentation Management</li> <li>• Security Management</li> <li>• Dynamic Report</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<p>In undertaking the development and implementation of the BASB Automation System, we need to perform at least the following key activities (without limiting the Firm to these activities).</p> <ul style="list-style-type: none"> <li>• Project &amp; Progress Plan</li> <li>• Project Inception Report</li> <li>• System Requirement Specification (SRS)</li> <li>• The Total BASB Automation System Developed According The Modules Installed In Phases and Commissioned.</li> <li>• Additional Special Modules as required</li> <li>• Database Management</li> <li>• Hardware Specifications for Installation Preparation</li> </ul>

	<ul style="list-style-type: none"> <li>• All Coding Used In the System Development and Code Documentation.</li> <li>• User's Manual Both Online, CD and Hard Copy Form in Bangla and English</li> <li>• Training for End Users, Executives, and System Admin as Per Approved Plan.</li> <li>• System Design Description (SDD)</li> <li>• SQA Report</li> <li>• Detail Test Plans and Test Result for Each Software Deliverables</li> <li>• Acceptance Test Result for each Software Deliverables</li> <li>• Functional Description</li> <li>• System and Sub System Schematics Diagram</li> <li>• Software Installation, Maintenance &amp; Service Support</li> <li>• Software Versions with Documentation</li> <li>• Test Plan, Case Procedures and how to use</li> <li>• Rollback Procedure and how to load Data</li> <li>• Maintenance Procedures and System Support Procedures</li> <li>• System Deployment</li> <li>• Training for Technical Personnel</li> <li>• User Training</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	

Office Memo no: 06.07.0000.006.23.001.18

Date: 24 June 2018

**COMPLETION CERTIFICATE**

<b>01</b>	Client Details : Bangladesh Armed Services Board (BASB), 160 Kakrail, Dhaka-1000	
(a) Division :	:	Dhaka
(b) Circle/Directorate	:	Bangladesh Armed Services Board (BASB)
(c) Zone/Region	:	Dhaka
(d) Others (specify)	:	N/A
<b>02</b>	Name of Assignment	:
	Development of Web Based Software & Training for BASB Automation System	
<b>03</b>	Contract No	:
	02/2017, Date 19 <sup>th</sup> March, 2017	
<b>04</b>	Consultant's Legal Title	:
	Devnet Limited	
<b>05</b>	Consultant's Contact Details	:
	BDBL Bhaban (9 <sup>th</sup> Floor, East), 12 Karwan Bazar, Dhaka-1215. Phone : +8802-8189349-50	
<b>06</b>	Consultant's Registration Details	:
	C-40841(200)/2000	
<b>07</b>	Reference to LOI to sign Contract with Date	:
	02/2017, Date 19 <sup>th</sup> March, 2017	
<b>08</b>	Original Contract Price	:
	1,36,81,500/-	
<b>09</b>	Final Contract Price as Performed	:
	1,36,81,500/-	
<b>10</b>	Original Contract Period	:
(a)	Date of Commencement	:
	19.03.2017	
(b)	Date of Completion	:
	20.03.2018	
<b>11</b>	Actual Implementation Period	:
(a)	Date of Actual Commencement	:
	19.03.2017	
(b)	Date of Actual Completion	:
	20.03.2018	
<b>12</b>	Days/Months Contract Period Extended	:
	N/A	
<b>13</b>	Special Note (if any)	:
	N/A	

Certified that, the services under the Contract has been performed and completed in all respects in strict compliance with the "Description of Services" including all modifications there of as per satisfaction of the Client.

  
**Major Ahmed Murtaza Reza**

Project Director

"Establishment of BASB Automation System (2<sup>nd</sup> Revised)" Project  
160 Kakrail, Dhaka - 1000  
Bangladesh



**Name and Signature of the Issuing Authority with Designation**

Details of Services Performed

Consultant:		
No	Major Components of Assignment	Total Value
	<ul style="list-style-type: none"> <li>❖ System Requirement Specification (SRS)</li> <li>❖ System Design Description (SSD)</li> <li>❖ System Development and Prototyping <ul style="list-style-type: none"> <li>• System Dashboard</li> <li>• User Classification &amp; Rights</li> <li>• Leave Management</li> <li>• Personal Management</li> <li>• Welfare Management</li> <li>• Patient &amp; Medicine Management</li> <li>• Accounts Management</li> <li>• Defense Colony Land Management</li> <li>• Micro Credit Loan Management</li> <li>• Shanti Nibash Management</li> <li>• ShashastraBabini Polly Management</li> <li>• Funeral Management</li> <li>• Archive Management</li> <li>• Budget Management</li> <li>• Leave Management</li> <li>• Daily Correspondence Management</li> <li>• Movement Management</li> <li>• Policy Letters Management</li> <li>• Monthly Activities Management</li> <li>• Daily Vehicle &amp; POL Management</li> <li>• Daily Programme Management</li> </ul> </li> <li>❖ System Installation, Configuration and Testing</li> <li>❖ Documentation</li> <li>❖ Operation Acceptance Testing</li> <li>❖ User/ Technical Training</li> </ul>	1,36,81,500/-
	Additional work Order	N/A



**Major Ahmed Murtaza Reza**

Project Director

"Establishment of BASB Automation System (2<sup>nd</sup> Revised)" Project  
160 Kakrail, Dhaka – 1000  
Bangladesh



Name and Signature of the Issuing Authority with Designation

### 3.2 List of Experience for web-based software projects for Govt./ Semi Govt./ Autonomous body of Bangladesh (Devnet)

Sl. No.	Client/project name	Brief description	Contact Person
1	Bangladesh Armed Services Board	Establishment of BASB Automation System ERP for Bangladesh Armed Services Board (BASB)	Deputy Director (Coordination) Name : Mohammad Shimul Mahmud Bhuyan, PSC BA No : BA-5888 Rank : Major Tel : 88-02-58311056 Mob : 01769010303 E-Mail : ao@basb.gov.bd Fax : 88-02-9353828 Establishment of BASB Automation System, Bangladesh Armed Services Board (BASB), 160, Kakrail, Dhaka
2	Transparency Internal Bangladesh (TIB)	Human Resource Management System [Supply, Customization, Deployment, Integration, Maintenance and Support]	Dr. Iftekharuzzaman, Executive Director, Transparency Internal Bangladesh (TIB), MIDAS Centre (level 4 & 5), House 5, Road 16 (new) and 27 (old), Dhanmondi, Dhaka-1209 Email: <a href="mailto:info@ti-bangladesh.org">info@ti-bangladesh.org</a>
3	Access to Information (A2i)	Developing Digital Land Record (Khotian) System	Kabir Bin Anwar Director General, A2i & Project Director +8802 9144848 Mustafizur Rahman, Director, A2i +8801715448311
4	Bangladesh Institute of International and Strategic Studies (BIISS)	Supply, Installation Digital Scanning Archiving Service and Document Management System and Digital Archiving Service BISS Document, BISS Books, Journal Page and Bangladesh Foreign Policy Survey.	Mr. Md. Nazmul Huq Madal Major Director General 1/46, Old Elephant Road Eskaton Dhaka-1000, E-mail: <a href="mailto:info@biiss.org">info@biiss.org</a> Phone: +880-2-48315808, 222223808
5	Bangladesh Police	Digital Archiving and Preservation System Software for Document Management of Bangladesh Police	Md. Saidul Hasan, ppm AIG (ICT-2) Bangladesh Police Police Headquarters 6, Phoenix Road, Fulbaria Dhaka – 1000 Email: <a href="mailto:oic_opsqr@police.gov.bd">oic_opsqr@police.gov.bd</a> Phone: +880-2-223381967 +880-2-223383515
6	Economic Relations Division (ministry of Finance)	Development of web-based Document Management software for K4DM project	S. M. Morshed Phd National Communication Consultant Block#3, Room# 34(2 <sup>nd</sup> floor) Economic Relations Division Sher-e-Bangla Nagar, Dhaka, Bangladesh

<b>7</b>	Department of Land Records & Surveys (DLRS)	Preservation, Reprint and quick delivery of the Existing Mouza Map sheets through digitization programme	Tanmaya Das Programme Director & Deputy Director (admin), Department of Land Records & Surveys (DLRS), Tejgaon, Dhaka-1207
<b>8</b>	Dhaka University Library	Digitization of Handwritten Manuscripts, Old Newspapers and Rare Collection of Dhaka University Library, Dhaka University Library	Prof. Dr. S. M. Zabed Ahmed Sub-Project Manager (CP- 3274) & Librarian (Acting), Dhaka University Library
<b>9</b>	Dhaka University Library	Scanning of microfilms and microfiches with OCR and integration with existing library documentation system	Prof. Dr. S. M. Zabed Ahmed Sub-Project Manager (CP- 3274) & Librarian (Acting), Dhaka University Library
<b>10</b>	Infrastructure Development Company Ltd. (IDCOL)	IDCOL Digitization Project, (Package No.: S-27 under REREDPII)	S M Monirul Islam, CFO and Head of Operations, IDCOL, UTC Building, Level-17, 8, Panthopath, Kawran BAzar, Dhaka-1215 Ph: 9102171-8 Ext: 23, Email: <a href="mailto:mislam@idcol.org">mislam@idcol.org</a>
<b>11</b>	Bangladesh Small & Cottage Industries Corporation (BSCIC)	Development of Online GIS Based Application & Database Management System and a Web Portal for Small and Cottage Industries	Md. Mansur Reza Chowdhury Director (Finance), BSCIC Tel: +88029565613 137-138, Motijheel Commercial Area, Dhaka -1000, Bangladesh
<b>12</b>	Scanning & Data Capture of GR survey Form	Developed Web enabled archiving software to be accessed from 480 Upazila. Providing scanning & data entry service for more than 30 million GR survey form. Contract Number: CMSD/Proc-115/GOB(dev.)/NCS-1101(QCBS)/2011-2012/D-3/02 dated 25/03/2013	Prof. Dr. Abul Kalam Azad ADG Planning & development & Director, MIS, Directorate Genera; of Health Services Ph:8816459 Fax: 8813875 Email: <a href="mailto:info@dghs.gov.bd">info@dghs.gov.bd</a> Engr. Sukhendu Shekhor Roy, System Analyst (MIS), Cell: +8801712214539, Email: <a href="mailto:sukhendu@mis.dghs.gov.bd">sukhendu@mis.dghs.gov.bd</a>
<b>13</b>	Directorate of Archives & Libraries, Modernization of Bangladesh National Library Project	Digital Library Information Service (System) Management and Development Software using (following) Open Source Digital Library Software of UNESCO Development of Website and Digital Library Information Service. URL: <a href="http://www.nlb.gov.bd">www.nlb.gov.bd</a>	Wadudul Bari Chowdhury Director (Joint Secretary), Directorate of Archives & LibrariesSher-e- Bangle Nagar, Agargaon ,Dhaka-1207
<b>14</b>	United Commercial Bank Limited	Supply, installation., Training and implementation of Document Management system (DMS) and archiving Managed service	Mohammad Fazle Mahmood Vice President Archive Management Unit United Commercial Bank Limited Corporate Office: plot-CWS(A)-1, Road No-34, Gulshan Avenue. Dhaka-1212, Bangladesh.

			Phone: +880-2-55668070, Mobile: 01616246663, E-mail: fazle.mahmood@ucb.com.bd
15	Al-Arafah Islami Bank Ltd.	: Supply, installation, testing and commissioning of Electronic Document Management System, Record Management, Workflow, Imaging infrastructure Management Software and related hardware along with related support services.	Syed Masodul Bari, EVP & Head of IT, ICT Division, Al-Arafah Islami Bank Limited, 36, Dilkusha C/A (9th Floor), Dhaka-1000. 55-7,Bangladesh, Email: <a href="mailto:masud@al-arafabank.com">masud@al-arafabank.com</a> , Ph:+88029560198
16	British Council	Subject-based teachers' blog under the connecting classrooms project <a href="https://www.teachers.gov.bd/">https://www.teachers.gov.bd/</a>	Ahsanul Azad   Project Manager - Connecting ClassroomsBritish Council , 5 Fuller Road , Dhaka 1000 British Council, Bangladesh
17	Directorate of Land Records & Surveys (DLRS)	Providing Web based Mouza Map archiving software. Scanning of 1,15,000 Mouza Maps.	Mr. KongKham Nilmani Singha, Project Director & Deputy Director (Admin), Department of Land Records & Surveys (DLRS), Tejgaon, dhaka, Ph: 8113280, Web: <a href="http://www.dlrs.gov.bd">www.dlrs.gov.bd</a>
18	Rajdhani Unnayan Kartipakkha (RAJUK)	Digital archiving of files of plots of Gulshan, Banani and Baridhara model town. Scanning, indexing and digitizing of 9 lac documents including 9000/- maps (map size 23"/36"). Data entry of plot and flat owner's summary data. Development and deployment of web enabled application software for digital archiving	Kazi Mohammad Mahabubul Hoque System Analyst & Project Manager (MIS), Rajuk Cell: 01730013920 Email: <a href="mailto:shajal81@yahoo.com">shajal81@yahoo.com</a>
19	Public Library, Dhaka	Digitization of old Newspaper. Development of web enabled application software for searching, viewing and retrieving of the scanned pages.	Maksudur Rahman Maintenance Engineer Dept. of Public Library Tel: 8610422 Email: <a href="mailto:mmrahman_dpl@yahoo.com">mmrahman_dpl@yahoo.com</a>
20	Bangladesh Institute of Research and Rehabilitation in Diabetes, Endocrine and Metabolic Disorder (BIRDEM)	Web based archiving software, Scanning, Data Entry and Archiving of Patient Records	Siraj-Ud-Dowla Chowdhury Joint Director & Head of the Department (F&A)
21	Banglalink Digital Communication Ltd.	Software development for NID based SIM registration process	Amirul Islam Enterprise Systems & Development, Technology, Banglalink, Mobile : +880 01924 400752 Email: <a href="mailto:amirislam@banglalinkgsm.com">amirislam@banglalinkgsm.com</a>

22	World Intellectual Property Organization (WIPO) under Ministry of Industry	Data Capture Project for the Department of Patents, Designs and Trademarks of Bangladesh	Mr. Jaime Sevilla Director, Procurement and Contracts Division World Intellectual Property Organization 34, chemin des Colombettes, CH-1211 Geneva 20, Switzerland, Tel: +41 22 338 94 22 Fax: +41 22 338 82 10 World Intellectual Property Organization (WIPO), Geneva, Switzerland
23	The City Bank Ltd.	Development, supply, installation, integration, testing, commissioning & implementation of Digital Archive Work Flow Process Solution at The City Bank Limited	Kazi Azizur Rahman, Chief Information Officer (CIO), The City Bank Ltd. Phone: 8813483, 881437S, 8813126 Fax: 880-2-9884446; G.P.O. Box No. 3381, Dhaka, E-mail: <a href="mailto:info@lhecitybank.com">info@lhecitybank.com</a> ; Web: <a href="http://www.lhecitybank.com">www.lhecitybank.com</a> ;
24	Social Islami Bank Ltd.	Supply, installation, testing and commissioning of Document Management System (DMS) solution , Document Scanner and scanning of existing documents	Md. Sultan Badsha Senior Vice president Social Islami Bank Ltd. City Center, 103, Motijheel C/A, Dhaka-1000 Phone: +8802 09612001122
25	Prime Bank Limited	Work Order for Deployment of Docudex EDMS with Workflow Application V3.4.11 for Prime Bank Limited	Asif Ibne Sattar Vice President, Prime Bank Limited Liability Operations Department Head Office, Adamjee Court Annex Building 2 (Level-6) 119-120 Motijheel C/A, Dhaka-1000, Bangladesh Tel: +880 (2) 9587277 (Direct)   Cell: +880 1708149521   Fax: +880 (2) 9587277 <a href="mailto:asif.sattar@primebank.com.bd">asif.sattar@primebank.com.bd</a>   <a href="http://www.primebank.com.bd">www.primebank.com.bd</a>
26	Mutual Trust Bank Limited	WORK ORDER FOR SUPPLY & INSTALLATION OF "DOCUMENT MANAGEMENT SYSTEM (OMS) FOR IMPLEMENTATION OF CENTRALIZED OPERATIONS OF A/C OPENING AND ARCHIVAL OF LOAN DOCUMENTS BY CAD FOR MTB	AMITAV KAISER, EVP & HoMID Email: <a href="mailto:amitav.kaiser@mutualtrustbank.com">amitav.kaiser@mutualtrustbank.com</a> , Corporate Head Office: MTB Centre, 26 Gulshan Avenue, Gulshan 1, Dhaka 1212
27	Bank Asia Limited	Apps based 'Self on Boarding eKYC Account Opening System' of Bank Asia Limited under Android, IOS and browser based platforms	Mahbub A Alam VP & Head of SOM Corporate Office: Rangs Tower, 68 Purana Paltan, Dhaka-1000, Bangladesh Email: <a href="mailto:mahbub.alam@bankasia-bd.com">mahbub.alam@bankasia-bd.com</a> Cell: +8801714166008 Tel : +88 02 9515106, +88029515128, +88 02 47115881 , +88 02 47110247

<b>28</b>	Southeast Bank Limited	Supply. Installation, Testing and Commissioning of Electronic Document Management System (EDMS), Workflow Module. ADC Module OCR/OCR software) and Hardware(Document Scanner) along with related Support Service	Md. Abdus Sabur Khan Senior Vice President & Head of Cards Southeast Bank Limited Eunoos Trade Centre 52-53, Dilkusha CIA, (Level # 2,3,4,6 & 16) Dhaka-1000, Bangladesh
<b>29</b>	bKash Limited	KYC Management Solution	S.M Saklainul Haque Rummon Manager, Supply Chain & Procurement bKash Limited Cell: +8801712116572 Email: saklainul.rummon@bkash.com
<b>30</b>	Brac IT Services Limited	Supply, Installation, Testing and Implementation of Electronic Document Management Software (EDMS), Scanning, Data Entry and Archiving of HR documents	Atiun Amin Chief Operating Officer (COO) BRAC IT SERVICES LIMITED House 115, Road 5, Block B, Niketan Society, Gulshan 1, Dhaka 1212, Bangladesh Phone +88028836303, www.bracits.com
<b>31</b>	East West University	Development & deployment of Electronic Document Management System and providing archiving services  Providing Result processing solution	Ishfaq Ilahi Choudhury Registrar East West University Plot# A/2, Jahurul Islam City, Aftabnagar Main Road Dhaka Tel: 09666775577
<b>32</b>	BRAC University	Development and deployment of web based Electronic Document Management System. Scanning and indexing of Registrar's office documents. Data entry of students information (55,00 students) Data entry, indexing and processing of .25 million students records.	Mr. Mohammad Shamim Azad Assistant Registrar, Admission BRAC University 66 Mohakhali, Dhaka 1212 Telephone: 04478444022/5027 Email: shamim@bracu.ac.bd
<b>33</b>	BRAC	Development and deployment of web based Electronic Document Management System with workflow. Scanning & Data entry of Employees information (85,000 employees) of 2.3 million human resource documents.	Shahana Sayed Deputy Manager Share Unit BRAC Centre, 75 Mohakhali Dhaka, Bangladesh Tel: +8801729071545
<b>34</b>	Banglalink Digital Communication Ltd.	Software Version Upgrade of Electronic Document Management System (EMC Documentum) from 6.5 SP2 to 7.1	Ashraful Islam Siddique IT Division Cell: 01916100041 Moinuddin Islam, Procurement Division Email: moinislam@banglalinkgsm.com

35	Micro Credit Regulatory Authority (MRA)	Web based Electronic Document Management Software. Software Customization for incorporating 18 digit Coding as per Government requirement	Md. Nure Alom Mahadi Deputy Director Contact No.+88 02 9559672 62/3, Purana Paltan, NSC Tower (11th Floor) Dhaka- 1000 Microcredit Regulatory Authority
36	IIDFC	Digital Archiving Software "DocuDex EDMS"	Sami Huda, SVP & Head of IT, Contact No. +88 01914583477 Chamber Building (6th & 7th floor), 122-124 Motijheel CIA, Dhaka-1000
37	Bangladesh Bank	Electronic Management Information System	Nurunnahar Executive Director Cell No. +88 01712841020 Bangladesh Bank Motijheel Commercial Area, Dhaka
38	Bangladesh Bureau of Statistics	Census of the Undocumented Myanmar Nationals Staying in Bangladesh 2015 Project	Md. Alamgir Hossen Project Director Census of the Undocumented Myanmar Nationals Staying in Bangladesh 2015 Project Bangladesh Bureau of Statistics Parishankhyan Bhaban E-27/A Agargaon, Dhaka-1207 Bangladesh
39	Keraniganj UNO Office	Database management of government Lands (Khas, Vested Property, Abandoned, Acquired & other Government) and Keraniganj Upozila and upload it to the upazila web portal for searching out these lands through web portal & Mobile Apps.	Abul Bashar Md. Fakhruzzaman Upazila Nirbahi Officer (UNO) Office of the Upazila Nirbahi Officer Keraniganj, Dhaka
40	NRB Global Bank Limited	Work Order for supply & installation of "Document Management System".	Ziaur Rahman, FAVP, GSD Saiham Tower, House-34, Road-136, Block # S.E (C-1) Gulshan Model Town, Dhaka - 1212, Bangladesh. Phone: +88 09617176037, Fax: +88 02 9860598
41	Dhaka Bank Limited	Work Order for Electronic Document Management System (EDMS) Workflow Application Solution for Dhaka Bank Limited	A M M Moyen Uddin SEVP & Head, IT INFORMATION TECHNOLOGY DIVISION: SARA TOWER, 11/A, TOYENBEE CIRCULAR ROAD, MOTIJHEEL CIA, DHAKA -1000
42	IPDC	Electronic Document Management Solution (EDMS)	Md. Mazba Uddin, Asst-Executive – Admin IPDC Finance Limited, House Centre 4th floor, 106 Gulshan Avenue, Dhaka-1212 16519, +88 09612885533 <a href="mailto:email@ipdcbd.com">email@ipdcbd.com</a>

<b>43</b>	bKash Limited	Electronic Document Management Solution (EDMS)	Faisal Bin Raihan Supply Chain & Procurement bKash Limited Cell: +8801610002120 Email: <a href="mailto:faisal.raihan@bkash.com">faisal.raihan@bkash.com</a>
<b>44</b>	Plan International Bangladesh	Document digitization Service-Solution	Plan International Bangladesh Country Office, Road # 35, House # 14, Gulshan # 2, Dhaka # 1212
<b>45</b>	Grameen Bank	Electronic Document Management System and Master Archive	Grameen Bank, Head Office, Mirpur-2, Dhaka
<b>46</b>	Mutual Trust Bank	SUPPLY & INSTALLATION OF DOCUMENT MANAGEMENT SYSTEM (DMS) FOR IMPLEMENTATION OF CENTRALIZED INTERNATIOAL TRADE OPERATIONS AND CENTRAL REMITTANCE & FOREIGN CURRENCY ACCOUNT OPERATIONS FOR MTB	AMITAV KAISER, EVP & HoMID Email: <a href="mailto:amitav.kaiser@mutualtrustbank.com">amitav.kaiser@mutualtrustbank.com</a> Corporate Head Office: MTB Centre, 26 Gulshan Avenue, Gulshan 1, Dhaka 1212
<b>47</b>	bKash Limited	Channel KYC Automation and On-boarding	S.M Saklainul Haque Rummon Manager, Supply Chain & Procurement bKash Limited Cell: +8801712116572 Email: <a href="mailto:saklainul.rummon@bkash.com">saklainul.rummon@bkash.com</a>
<b>48</b>	Buro Bangladesh	Web Based Document Management Software and Digital document conversion, Imaging & Archiving Service for On-Site Archiving Approx. 7,50,000 images HR documents of Buro Bangtadesh	Coordinator Administration BURO Bangladesh House No: 12/A, Block No. CEN(F), Road No. 104, Gulshan-2, Dhaka-1212 Phone: 88-02-55059860,88-02-55059861,88-02-55059862 Email: <a href="mailto:buro@burobd.org">buro@burobd.org</a>

## Details of Experience

### Bangladesh Armed Services Board (BASB)

Project Name	Development of Web Based Software & Training for BASB Automation System
Name of Client	<p>Deputy Director (Coordination)  Name : Mohammad Shimul Mahmud Bhuyan, psc  BA No : BA-5888  Rank : Major  Tel : 88-02-58311056  Mob : 01769010303  E-Mail : ao@basb.gov.bd  Fax : 88-02-9353828</p> <p>Major Ahmed Murtaza Reza  Project Director, Establishment of BASB Automation System (Revised), 160, Kakrail, Dhaka  Telephone: +88-02-9336153, FAX: +88-02- 9353828  Email: hq@basb.gov.bd, Web: <a href="http://www.basb.gov.bd">www.basb.gov.bd</a></p>
Project location within Country	Dhaka
Participation	As a lead Firm
Value of Services	BDT 1,36,81,500/-
Source of Financing	Company's own fund
Start Date (19/03/2017)	Completion Date: (19/03/2018)
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	<p>Project Manager: Nasit Istiaq Ahmed, Software Architect: Roni Kumar Saha, System Analyst: Md. Reazul Islam Polash, Database Administrator: Mohammad Syful Islam Noman, System Administrator: Md. Moniruzzaman Miah, Mohammad, Sr. Developer: Md. Moinul Islam, Mamun Mia, Developer: Shuvro Roy, Shahidul Hasan, Mir Bahar Nurul Amin, Md. Sohag Hossain, Anis Uddin Ahmed, Samiul Amin Shanto, M. Nayem Abdullah etc.</p>
Description of the Project (less than 500 words)	<p>Development of Web Based Software &amp; Training for BASB Automation System. A Web based application has been developed for BASB, which is being used to track the day to day status of foreign aid mobilization activities for pipeline and on-going projects/ programs of government. It will be used to accelerate the process of Annual Development Programme (ADP)/Revised Annual Development Programme (RADP) allocation. The application will provide different reports based on different parameters and filters which would help BASB to monitor their regular operational status. The application will also be used to automate all activities, archive various documents on different stages on both pipeline and on-going projects.</p> <p>Major Modules:</p> <ul style="list-style-type: none"> <li>• System Dashboard</li> <li>• User Classification and rights</li> </ul>

	<ul style="list-style-type: none"> <li>• ID Card Management</li> <li>• Personnel Management</li> <li>• Welfare Management</li> <li>• Patient and Medicine Management</li> <li>• Defense Colony Land Management</li> <li>• Micro Credit Loan Management</li> <li>• Shanti Nibash Management</li> <li>• Shashastra Bahini Polly Management</li> <li>• Funeral Management</li> <li>• Archive Management</li> <li>• Accounts Management</li> <li>• Budget Management</li> <li>• Leave Management</li> <li>• Daily Correspondence Management</li> <li>• Movement Management</li> <li>• Policy Letters Management</li> <li>• Monthly Activities Management</li> <li>• Daily Vehicle &amp; POL Management</li> <li>• Daily Programme Management</li> <li>• Monthly /Quarterly/ Half Yearly / Yearly Reports</li> <li>Return Management</li> <li>• Workflow Management</li> <li>• Database Management</li> <li>• Backup Management</li> <li>• Documentation Management</li> <li>• Security Management</li> <li>• Dynamic Report</li> </ul>
☒Description of the Actual Services Provided by your Firm (less than 300 words)	<p>In undertaking the development and implementation of the BASB Automation System, we need to perform at least the following key activities (without limiting the Firm to these activities).</p> <ul style="list-style-type: none"> <li>• Project &amp; Progress Plan</li> <li>• Project Inception Report</li> <li>• System Requirement Specification (SRS)</li> <li>• The Total BASB Automation System Developed According The Modules Installed In Phases and Commissioned.</li> <li>• Additional Special Modules as required</li> <li>• Database Management</li> <li>• Hardware Specifications for Installation Preparation</li> <li>• All Coding Used In the System Development and Code Documentation.</li> </ul>

	<ul style="list-style-type: none"> <li>• User's Manual Both Online, CD and Hard Copy Form in Bangla and English</li> <li>• Training for End Users, Executives, and System Admin as Per Approved Plan.</li> <li>• System Design Description (SDD)</li> <li>• SQA Report</li> <li>• Detail Test Plans and Test Result for Each Software Deliverables</li> <li>• Acceptance Test Result for each Software Deliverables</li> <li>• Functional Description</li> <li>• System and Sub System Schematics Diagram</li> <li>• Software Installation, Maintenance &amp; Service Support</li> <li>• Software Versions with Documentation</li> <li>• Test Plan, Case Procedures and how to use</li> <li>• Rollback Procedure and how to load Data</li> <li>• Maintenance Procedures and System Support Procedures</li> <li>• System Deployment</li> <li>• Training for Technical Personnel</li> <li>• User Training</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	

Office Memo no: 06.07.0000.006.23.001.18

Date: 24 June 2018

**COMPLETION CERTIFICATE**

<b>01</b>	Client Details : Bangladesh Armed Services Board (BASB), 160 Kakrail, Dhaka-1000	
(a) Division :	:	Dhaka
(b) Circle/Directorate	:	Bangladesh Armed Services Board (BASB)
(c) Zone/Region	:	Dhaka
(d) Others (specify)	:	N/A
<b>02</b>	Name of Assignment	:
	Development of Web Based Software & Training for BASB Automation System	
<b>03</b>	Contract No	:
	02/2017, Date 19 <sup>th</sup> March, 2017	
<b>04</b>	Consultant's Legal Title	:
	Devnet Limited	
<b>05</b>	Consultant's Contact Details	:
	BDBL Bhaban (9 <sup>th</sup> Floor, East), 12 Karwan Bazar, Dhaka-1215. Phone : +8802-8189349-50	
<b>06</b>	Consultant's Registration Details	:
	C-40841(200)/2000	
<b>07</b>	Reference to LOI to sign Contract with Date	:
	02/2017, Date 19 <sup>th</sup> March, 2017	
<b>08</b>	Original Contract Price	:
	1,36,81,500/-	
<b>09</b>	Final Contract Price as Performed	:
	1,36,81,500/-	
<b>10</b>	Original Contract Period	:
(a)	Date of Commencement	:
	19.03.2017	
(b)	Date of Completion	:
	20.03.2018	
<b>11</b>	Actual Implementation Period	:
(a)	Date of Actual Commencement	:
	19.03.2017	
(b)	Date of Actual Completion	:
	20.03.2018	
<b>12</b>	Days/Months Contract Period Extended	:
	N/A	
<b>13</b>	Special Note (if any)	:
	N/A	

Certified that, the services under the Contract has been performed and completed in all respects in strict compliance with the "Description of Services" including all modifications there of as per satisfaction of the Client.

  
**Major Ahmed Murtaza Reza**

Project Director

"Establishment of BASB Automation System (2<sup>nd</sup> Revised)" Project  
160 Kakrail, Dhaka - 1000  
Bangladesh



**Name and Signature of the Issuing Authority with Designation**

Details of Services Performed

Consultant:		
No	Major Components of Assignment	Total Value
	<ul style="list-style-type: none"> <li>❖ System Requirement Specification (SRS)</li> <li>❖ System Design Description (SSD)</li> <li>❖ System Development and Prototyping           <ul style="list-style-type: none"> <li>• System Dashboard</li> <li>• User Classification &amp; Rights</li> <li>• Leave Management</li> <li>• Personal Management</li> <li>• Welfare Management</li> <li>• Patient &amp; Medicine Management</li> <li>• Accounts Management</li> <li>• Defense Colony Land Management</li> <li>• Micro Credit Loan Management</li> <li>• Shanti Nibash Management</li> <li>• ShashastraBabini Polly Management</li> <li>• Funeral Management</li> <li>• Archive Management</li> <li>• Budget Management</li> <li>• Leave Management</li> <li>• Daily Correspondence Management</li> <li>• Movement Management</li> <li>• Policy Letters Management</li> <li>• Monthly Activities Management</li> <li>• Daily Vehicle &amp; POL Management</li> <li>• Daily Programme Management</li> </ul> </li> <li>❖ System Installation, Configuration and Testing</li> <li>❖ Documentation</li> <li>❖ Operation Acceptance Testing</li> <li>❖ User/ Technical Training</li> </ul>	1,36,81,500/-
Additional work Order		N/A

  
**Major Ahmed Murtaza Reza**

Project Director  
 "Establishment of BASB Automation System (2<sup>nd</sup> Revised)" Project  
 160 Kakrail, Dhaka - 1000  
 Bangladesh



Name and Signature of the Issuing Authority with Designation

**Transparency International Bangladesh (TIB)**

Project Name	Human Resource Management System [Supply, Customization, Deployment, Integration, Maintenance and Support]
Name of Client	Transparency International Bangladesh (TIB)
Project location within Country	Dhaka, Bangladesh
Participation	As a lead firm
Value of Services	42,00,000.00
Source of Financing	Company's own fund
Start Date (10/11/2020)	Completion Date Continuing
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader)  Involved and Functions Performed	Project Manager: Nasit Istiaq Ahmed, Software Architect: Roni Kumar Saha, System Analyst: Md. Reazul Islam Polash, Database Administrator: Mohammad Syful Islam Noman, System Administrator: Md. Moniruzzaman Miah, Mohammad, Sr. Developer: Md. Moinul Islam, Mamun Mia, Developer: Shuvro Roy, Shahidul Hasan, Mir Bahar Nurul Amin, Md. Sohag Hossain, Anis Uddin Ahmed, Samiul Amin Shanto, M. Nayem Abdullah etc.
Customer Contact Details	Dr. Iftekharuzzaman, Executive Director, Transparency Internal Bangladesh (TIB), MIDAS Centre (level 4 & 5), House 5, Road 16 (new) and 27 (old), Dhanmondi, Dhaka-1209 Email: info@ti-bangladesh.org
Description of the Project (less than 500 words)	Human Resource Management System [Supply, Customization, Deployment, Integration, Maintenance and Support]  The HRMS for TIB will comprise of the following modules: <ul style="list-style-type: none"> <li>• Job Portal</li> <li>• Proctoring Solution</li> <li>• Core HR</li> <li>• Hiring Management</li> <li>• On-boarding Management</li> <li>• Confirmation Management</li> <li>• Query Management System</li> <li>• Grievance Management System</li> <li>• Compensation Management</li> <li>• Exit Management</li> <li>• Leave Management</li> <li>• Performance Management</li> <li>• Reward and Recognition</li> <li>• AOP Management</li> <li>• Employee Self Service</li> <li>• Manager Self Service</li> </ul>

	<ul style="list-style-type: none"> <li>• Dashboard</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<p>The HRMS for TIB will comprise of the following modules:</p> <ul style="list-style-type: none"> <li>• Job Portal</li> <li>• Proctoring Solution</li> <li>• Core HR</li> <li>• Hiring Management</li> <li>• On-boarding Management</li> <li>• Confirmation Management</li> <li>• Query Management System</li> <li>• Grievance Management System</li> <li>• Compensation Management</li> <li>• Exit Management</li> <li>• Leave Management</li> <li>• Performance Management</li> <li>• Reward and Recognition</li> <li>• AOP Management</li> <li>• Employee Self Service</li> <li>• Manager Self Service</li> <li>• Dashboard</li> <li>• Reporting</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	



MIDAS Centre (Levels 4 & 5)  
House # 05, Road # 16 (New) 27 (Old)  
Dhanmondi, Dhaka-1209, Bangladesh  
Tel +880 2 9124788, 9124789, 9124792, Fax: 9124915  
info@ti-bangladesh.org, www.ti-bangladesh.org  
www.facebook.com/TiBangladesh  
Tel +880 2 48113032, 48113033, 48113035 Fax: 4811301

Date: 15<sup>th</sup> November 2020

Syed Abu Md. Jafor  
Managing Director  
Devnet Limited,  
BDBL Bhaban (Floor 9, East)  
12 Karwan Bazar, Dhaka-1215

**Subject: Deed of Contract**

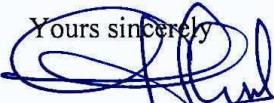
Dear Mr. Syed Abu Md. Jafor,

Greetings from Transparency International Bangladesh (TIB).

Please find enclosed the following documents for your record:

- A. Deed of Contract;
- B. The Technical Proposal dated 3<sup>rd</sup> November 2020 -Annexure A;
- C. The Financial Proposal dated 3<sup>rd</sup> November 2020 -Annexure B;
- D. The Request for Proposals (RFP) dated 21<sup>st</sup> October 2020 -Annexure C;
- E. The Code of Ethics of TIB -Annexure D;
- F. Policy on Sexual Harassment Complaint & Redress of TIB -Annexure E.

Please note that original copies of above documents preserved in our office.

*Yours sincerely*  


Abdul Ahad FCMA  
Director- Finance & Administration



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### DEED OF CONTRACT

This Contract is executed on this the 12<sup>th</sup> day of November, Two Thousand and Twenty of the Christian Era –

**between**

Devnet Limited, an IT company, represented by its Managing Director Mr. Syed Abu Md. Jafor of BDBL Bhaban (Floor-9, East), 12 Karwan Bazar, Dhaka 1215, Bangladesh, hereinafter referred to Devnet Limited or the Vendor or the First Party;

**and**

Transparency International Bangladesh, a non-governmental organization, represented by its Executive Director Dr. Iftekharuzzaman of MIDAS Centre (Level 4 & 5), House 5, Road 16 (new) and 27 (old), Dhamondi, Dhaka-1209, hereinafter referred to as TIB or the Second Party.

Whereas Transparency International Bangladesh (hereinafter referred to as TIB) is an independent, non-government, non-partisan and non-profit organization working in the field of combating corruption, and Devnet Limited (hereinafter referred to as Devnet Limited ) is a private limited company involved in the business of designing, developing and maintaining web and mobile applications/solutions;

And Whereas TIB is going to outsource the development and operationalization of an information technology based Human Resource Management System (HRMS) which will support the entire hire to retire management process in the organization. This system/tool is expected to facilitate to enhance productivity and organizational effectiveness through efficient management of the HR processes.

And Whereas Devnet Limited proposes to design, develop, operationalize and maintain the HRMS, and TIB agrees to engage Devnet Limited for the same;

Therefore, the parties enter into this Contract under the following -

#### TERMS and CONDITIONS

##### THE ENGAGEMENT

1. TIB hereby engages Devnet Limited to design, develop, pilot, operationalize and maintain HR Management System and Devnet Limited hereby accepts the engagement, under the terms and conditions of this Contract.
2. The following documents shall constitute the Contract between Devnet Limited and TIB, and each shall be read and construed as an integral part of the Contract
  - A. This Deed of Contract;
  - B. The Technical Proposal dated 3<sup>rd</sup> November 2020 (Annexure A);
  - C. The Financial Proposal dated 3<sup>rd</sup> November 2020 (Annexure B);
  - D. The Request for Proposals (RFP) dated 21<sup>st</sup> October, 2020 (Annexure C);

“দেশপ্রেমের শপথ নিন, দুর্নীতিকে বিদায় দিন”



কট ৪৬৮৬৮৭১

Syed Abu  
Managing Director  
Downstream

  
Sittikharuzzaman  
Executive Director

- E. The Code of Ethics (Annexure D);
  - F. Policy on Sexual Harassment Complaint & Redress (Annexure E).

In the event of any ambiguity or conflict between the documents listed above, the order of precedence shall be the order in which the documents are listed above.

3. The documents mentioned in the preceding clause constitute the complete and exclusive agreement between the parties with respect to the subject matter and replace and supersede all prior written and oral communications, agreements or statements by and between the parties.

**DATE OF COMMENCEMENT AND TENURE**

4. The commencement date of this Contract shall be 12<sup>th</sup> November 2020
  5. HRMS shall be designed/developed/piloted and fully operationalized as per the specifications of the Contract and ready for use as per the schedule provided in the RFP. This period shall be understood as the Development Phase.
  6. HRMS shall be maintained/supported as per the requirement of the Contract for an initial period of one year starting from end of the Development Phase. This shall be understood as the Support Phase, which may be extended further upon mutual consent in writing.

#### **DELIVERABLES BY Devnet Limited**

7. The scope of the work of Devnet Limited during the Development Phase and the Support Phase shall be in accordance with the provisions of the Contract. The term HRMS shall be defined and understood in accordance with the requirements detailed in the Request for Proposal (Annexure C).

## PAYMENT

8. All payments for the Development Phase shall be made in accordance with the terms of the Financial Proposal (Annexure B). However, payment of each installment shall be made subject to satisfaction of TIB with respect to the progress of the work and or deliverables and will be subject to the provision of clause 16.
  9. All payments involving the Support Phase shall be made in accordance with the terms of the Financial Proposal (Annexure B) for a period of up to 01 (one) year. Thereafter, the parties shall have discretion to either extend the Support Phase under the same terms and conditions or to negotiate fresh terms and conditions.
  10. Payments shall be made through regular banking channel.
  11. TIB shall deduct income tax at source as per provision of law. VAT shall be paid by TIB as shown in the Financial Proposal (Annexure B). In case of any increase or decrease of VAT, TIB shall pay the increased amount or shall benefit from the decreased amount, as the case may be.



#### FORCE MAJEURE

12. The Development Phase may be extended on grounds of *force majeure* under circumstances beyond reasonable control of Devnet Limited and or TIB.
13. In order to avail an extension on the ground of *force majeure*, either party shall have to notify the other party in writing within 5 days from the date of occurrence of the *force majeure* situation. The notice must be supported by relevant information/documents. If satisfied, either party shall allow extension for a period not exceeding 30 days. If the *force majeure* situation subsists, either party shall have to issue further similar notices, provided that no extension shall be for a period of more than 30 days.
14. *Force majeure* shall not be invoked for any reason or circumstance arising out of ignorance, negligence, laches or default of either party or its employees, agents, or representatives.
15. Devnet Limited shall not invoke *force majeure* due to unavailability of any expert, engineer, employee, agent, developer, or coder of Devnet Limited.

#### DELAY IN EXECUTION

16. TIB shall have the discretion to impose penalty in case of delay and or inadequate execution in terms of deliverables within the fixed time-frame of the Development Phase. The rate of penalty shall be 0.50 % of the Contract amount for each day of delay, not exceeding 10% of the contract value. TIB shall have discretion to adjust the penalty from any amount payable to Devnet Limited under the Contract.  
In case there is delay due to fault or negligence of TIB, Devnet Limited may demand compensation. The rate of compensation shall be 0.50 % of the Contract amount for each day of delay, not exceeding 10% of the contract value.
17. No penalty shall be imposed in case of any extension due to a *force majeure* situation.

#### PROPRIETORY RIGHTS

18. Devnet Limited agrees that HRMS shall be the sole property of TIB. TIB shall have absolute and exclusive right, title, and interest over HRMS and any and all related patents, patent applications, copyrights, copyright applications, trademarks and trade names. TIB shall own all electronic information, codes, sources codes of all versions of HRMS. All notes, sketches, drawings, designs, guides, and manuals, in whatever format, shall be the property of TIB.
19. All versions of HRMS shall contain TIB's conspicuous notice of copyright. Devnet Limited shall assist TIB in obtaining and enforcing its intellectual property rights over HRMS.
20. Devnet Limited shall not do or allow any person to do anything that may adversely affect TIB's proprietary rights over HRMS. Devnet Limited shall be responsible to ensure that TIB's proprietary rights over HRMS is not in any way compromised by any of its workers, employees, agents, representatives, contractors, or affiliates.



#### COMPLIANCE OF LAW

21. Devnet Limited hereby declares that it has all necessary permits, licenses, approvals, certificates etc. from all relevant regulatory authorities in order to provide the services contemplated under this Contract. Devnet Limited further promises that it shall keep up to date all such permits, licenses, approvals, certificates etc. during the subsistence of this Contract.
22. Devnet Limited hereby declares that it shall observe and uphold the TIB Code of Ethics and Policy on Sexual Harassment Complaint & Redress.

#### CONFIDENTIALITY

23. In this Contract the term "Confidential Information" means any information which is treated as confidential by the parties including, without limitation, information concerning any intellectual property, confidential or secret designs, processes, formulae, source codes, plans, devices or material, research and development, proprietary software, analysis, techniques, materials, or designs (whether or not patented or patentable), databases, management systems, any confidential development or research work or any other information in written, oral, visual or any other form.
24. The Parties shall not reveal or use any Confidential Information for any purpose whatsoever other than the performance of the responsibilities under the terms of this Contract.
25. The obligation with respect to Confidential Information shall remain applicable after termination of this Contract.
26. The Parties shall be responsible to ensure that their affiliates, shareholders, directors, partners, agents, representatives and employees perform their work on a 'need to know' basis and the obligation with respect to Confidential Information under this Contract shall also be applicable to them.

#### TERMINATION

27. TIB may terminate this Contract, without showing any reason, by giving 30 days' written notice in hardcopy to Devnet Limited. In such event, Devnet Limited shall retain any amount paid in advance by TIB and shall also be entitled to the amount which became due on the date of termination.
28. TIB may terminate this Contract with immediate effect by delivering written termination notice in hardcopy to Devnet Limited, if (a) Devnet Limited fails to perform, has made, or makes any inaccuracy in, or otherwise materially breaches, any of its obligations, covenants, or representations, and (b) the failure, inaccuracy, or breach continues for a period of 30 Days' after TIB delivers notice to the breaching party reasonably detailing the breach.



In case the Contract is terminated by TIB under this clause, TIB may demand refund of the amount already paid to Devnet Limited and may also demand compensation equivalent to the bank interest rate prevailing on the date of termination

29. If either party becomes insolvent, bankrupt, or enters receivership, dissolution, or liquidation, the other party may terminate this Contract with immediate effect. Either party may terminate this Contract with immediate effect if any Governmental Authority issues an Order restraining or enjoining the transactions under this Contract. The notice of termination shall be in writing and in hardcopy. In case of termination of the Contract under this clause, the parties shall amicably discuss and settle the accounts.

#### NOTICES

30. Unless specifically provided elsewhere in this Contract, all notices and communication under this Contract shall be served/made either in writing through registered post or via email in the following addresses:

Address of Devnet Limited	Address of TIB
BDBL Bhaban (Floor-9, East), 12 Karwan Bazar, Dhaka 1215, Bangladesh	Transparency International Bangladesh (TIB) MIDAS Centre (Level 4 & 5), House 5, Road 16 (new) and 27 (old), Dhanmondi, Dhaka-1209
Email of Devnet Limited	Email of TIB
modabber@devnetlimited.com	info@ti-bangladesh.org

#### GOVERNING LAW

31. This Deed of Contract shall be governed under the laws of Bangladesh.

#### DISPUTE RESOLUTION

32. In case of any dispute between the parties with respect to anything relevant to or arising out of this Contract, the said dispute may be formally raised by a party by serving a hardcopy notice in writing. The parties shall discuss and amicably resolve the dispute within 30 days from the date of raising of the dispute.
33. If the dispute cannot be resolved as aforesaid, any party may call for an Arbitration to be held under the Rules of Arbitration of the Bangladesh International Arbitration Centre (BIAC) by a single arbitrator appointed in accordance with the said Rules. The language of arbitration shall be English. The seat of arbitration shall be Dhaka.

#### MISCELLANEOUS

34. **Binding Effect.** This Contract shall be binding upon the parties as well as upon their legal representatives, successors-in-interest, executors, administrators, and assigns.

**Pronouns.** All pronouns and all variations thereof shall be deemed to refer to the masculine, feminine, or neuter, singular or plural, as the context in which they are used may require.

**Headings.** All headings herein are inserted only for convenience and ease of reference and are not to be considered in the construction or interpretation of any provision of this Contract.

**Interpretation.** In the event any claim is made by any party relating to any conflict, omission or ambiguity in this Contract, no presumption or burden of proof or persuasion shall be implied by virtue of the fact that this Contract was prepared by or at the request of a particular Partner or his counsel.

**Severability.** If any provision of this Contract or the application of such provision to any person or circumstance shall be held invalid, the remainder of this Contract or the application of such provision to persons or circumstances other than those to which it is held invalid shall not be affected thereby.

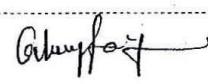
**Additional Documents and Acts.** Each Party agrees to execute and deliver such additional documents and instruments and to perform such additional acts as may be necessary or appropriate to effectuate, carry out and perform all of the terms, provisions, and conditions of this Contract and the transactions contemplated hereby.

**Amendments.** All amendments to this Contract will be in writing and signed by both the parties.

**Remedies Cumulative.** The remedies under this Contract are cumulative and shall not exclude any other remedies to which any person may be lawfully entitled.

**Multiple Counterparts.** This Deed of Contract is executed in two counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused this Deed of Contract to be duly executed and delivered as of the date first above written.



Syed Abu Md.Jafor  
Managing Director  
Devnet Limited



Dr. Iftekharuzzaman  
Executive Director  
Transparency International Bangladesh (TIB)



**Access to Information-II (A2I-II)**

Project Name	Developing Digital Land Record (Khotian) System
Name of Client	Access to Information (A2i) Kabir Bin Anwar Director General, A2i & Project Director +8802 9144848
Project location within Country	Dhaka
Participation	As a lead Firm
Value of Services	BDT 30,24,500.00
Source of Financing	Company's own fund
Start Date (09/08/15)	Completion Date: 09/08/16
Name of Associate Firms (if any)	N/A
Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Manager: Nasit Istiaq Ahmed, Software Architect: Roni Kumar Saha, System Analyst: Md. Reazul Islam Polash, Database Administrator: Mohammad Syful Islam Noman, System Administrator: Md. Moniruzzaman Miah, Mohammad, Sr. Developer: Md. Moinul Islam, Mamun Mia, Developer: Shuvro Roy, Shahidul Hasan, Mir Bahar Nurul Amin, Md. Sohag Hossain, Anis Uddin Ahmed, Samiul Amin Shanto, M. Nayem Abdullah etc.
Description of the Project (less than 500 words)	<p>To enhance, improve and upgrade the existing DLRS system that has been implemented as pilot in 3 districts, for implementing at all 64 districts as a reliable, robust, secured and scalable national level e-service system.</p> <ul style="list-style-type: none"> <li>• To introduce Virtual Record Room (VRR) where citizen can enter into the District Record Room from anywhere anytime even just sitting at home to view records and apply for service.</li> <li>• To archive all Land Records of the Nation in more organized, secured and authenticated manner as National valuable Asset.</li> <li>• To establish easy payment through online payment gateway so that citizen can pay Court fee easily.</li> <li>• To make citizen's court fee submission against any land record service in an easy, secured, instant and simple within fingertip by introducing standard online payment gateway in DLRS system.</li> <li>• To identify and track citizen service history centrally as a National Service Register with the integration of NID database.</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>▪ Approved URS (User Requirement Specification).</li> <li>▪ Approved SRS (System Requirement Specifications) SDD (System Design Document).</li> <li>▪ UAT and SQA Report.</li> <li>▪ Approved final released version of the developed system.</li> <li>▪ Source code with code documentation and relevant test reports.</li> </ul>

	<ul style="list-style-type: none"><li>▪ User Manual.</li><li>▪ Reports on TOT and user feedback.</li><li>▪ Reports and Acceptance of data migration</li></ul>
Firm's Name	Devnet Limited
Authorized Signature	

**Access to Information (a2i) Programme**  
Prime Minister's Office



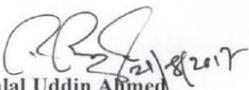
03.806.00.00.00.66.2015. 2365

Date: 21.08.2017

**COMPLETION CERTIFICATE**

<b>01</b>	Client Details: Access to Information (A2i)	
(a) Division:	:	Dhaka
(b) Circle/Directorate	:	Access to Information (A2i)
(c) Zone/Region	:	Dhaka
(d) Others (specify)	:	N/A
<b>02</b>	Name of Assignment	:
	Developing Digital Land Record (Khotian) System	
<b>03</b>	Contract No	:
	MEMO- 03.806.00.00.00.0662014. 1161	
<b>04</b>	Consultant's Legal Title	:
	Devnet Limited	
<b>05</b>	Consultant's Contact Details	:
	BDBL Bhaban (9 <sup>th</sup> Floor, East), 12 Karwan Bazar, Dhaka-1215. Phone: +8802-8189349-50	
<b>06</b>	Consultant's Registration Details	:
	C-40841(200)/2000	
<b>07</b>	Reference to LOI to sign Contract with Date	:
	H-302/15-16	
<b>08</b>	Original Contract Price	:
	BDT 30,24,500.00	
<b>09</b>	Final Contract Price as Performed	:
	BDT 30,24,500.00	
<b>10</b>	Original Contract Period	:
(a) Date of Commencement	:	09.08.15
(b) Date of Completion	:	09.8.16
<b>11</b>	Actual Implementation Period	:
(a) Date of Actual Commencement	:	09.08.15
(b) Date of Actual Completion	:	09.8.16
<b>12</b>	Days/Months Contract Period Extended	:
	N/A	
<b>13</b>	Special Note (if any)	:
	N/A	

Certified that the Services under the Contract has been performed and completed in all respects in strict compliance with the "**Description of Services**" including all modifications thereof as per satisfaction of the Client.

  
**Jalal Uddin Ahmed**  
 Procurement Specialist  
 Access to Information- 11  
 Prime Minister's Office, Dhaka

Old Sangsad Bhaban, Tejgaon, Dhaka-1215  
 88 02 9144848, 9102311, 58154176 88 02 9112276 a2i@a2i.pmo.gov.bd  
 www.a2i.pmo.gov.bd /a2i/bangladesh /a2ibangladesh

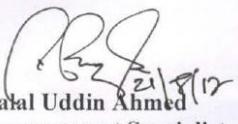


**Access to Information (a2i) Programme**  
Prime Minister's Office



Details of Services Performed

Consultant: [insert legal title]		
No	Major Components of Assignment	Total Value
	Developing Digital Land Record (Khotian) System	BDT 30,24,500.00

  
Jalal Uddin Ahmed  
Procurement Specialist  
Access to Information- 11  
Prime Minister's Office, Dhaka

Old Sangsad Bhaban, Tejgaon, Dhaka-1215  
88 02 9144848, 9102311, 58154176 88 02 9112276 a2i@a2i.pmo.gov.bd  
www.a2i.pmo.gov.bd /a2ibangladesh /a2ibangladesh



**Bangladesh Institute of International and Strategic Studies (BIISS)**

•Project Name	Supply, Installation Digital Scanning Archiving Service and Document Management System and Digital Archiving Service BIISS Document, BIISS Books, Journal Page and Bangladesh Foreign Policy Survey.
•Name of Client	Bangladesh Institute of International and Strategic Studies (BIISS)
•Project location within Country	Dhaka, Bangladesh
•Participation	As a lead firm
•Value of Services	10,79,716/-
•Source of Financing	Company's own fund
•Start Date 11/10/2021	•Completion Date 10/04/2022
•Name of Associate Firms (if any)	N/A
•Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Manager: Mohammad Syful Islam Noman, Team Leader: Md. Reazul Islam Palash, Other senior Staff: Md. Nurul Islam , Md. Moniruzzaman Miah, Md. Nayem Abdullah, Mamun Mia, Forhadul Islam, Shams Shahriar Sharif, Shuvro Roy, Mir Bahar Nurul Amin, Rezoanul Arefin.
Customer Contact Details	Mr. Md. Nazmul Huq Madal Major Director General 1/46, Old Elephant Road Eskaton Dhaka-1000 E-mail: info@biiss.org Phone: +880-2-48315808, 222223808
•Description of the Project (less than 500 words)	<ul style="list-style-type: none"> <li>• <b>Scope of work on Document Management System</b> To fix the business requirement development, Categorization &amp; Indexing, Training including Administrative and User, User Acceptance. Features of the Solution: Scan and capture in pdf/jpg, Doc expiry Notification, Web based search &amp; retrieve, Version Control, Document based annotation, Dynamic Categorization, Document check in &amp; check out, Role based document access, Remainders, Audit trail &amp; More, Full screen view of document.</li> </ul>
•Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>• <b>Library Management</b></li> <li>• <b>Library RFID</b></li> <li>• <b>Document Management</b></li> <li>• <b>Optical Character Recognition</b></li> <li>• <b>Patron Management</b></li> </ul> <p><b>Preparation of Books:</b></p> <ul style="list-style-type: none"> <li>– Generate &amp; Printing Call Number</li> <li>– Provide Accession Number</li> <li>– Barcode Printing &amp; Pasting</li> <li>– Proper Shelving</li> </ul> <p><b>Library Management Software:</b></p>

	<ul style="list-style-type: none"> <li>– OPAC/Mobile-OPAC</li> <li>– Cataloging (MARC21)</li> <li>– Circulation (SIP2)</li> <li>– Acquisition</li> <li>– Single Sign-On</li> <li>– Payment Gateway</li> <li>– E-Mail/SMS</li> <li>– Cloud Backup</li> <li>– Smart Card, Reader, Signature Pad, Webcam, Card Printer, Patron Management Software</li> <li>– Mini Studio</li> <li>– Taking signature in digital signature pad</li> <li>– Library card in 2 minutes</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	

Office Memo no: Misc/65

Date: 18/10/2022

#### COMPLETION CERTIFICATE

<b>01</b>	Client Details :Bangladesh Institute of International and Strategic Studies (BIISS)	
(a) Division :	:	Dhaka
(b) Circle/Directorate	:	Bangladesh Institute of International and Strategic Studies (BIISS)
(c) Zone/Region	:	Dhaka
(d) Others ( <i>specify</i> )	:	N/A
<b>02</b>	Name of Assignment	: Web Based Application (DMS) and Website Development
<b>03</b>	Contract No	: BIISS-81/WorkOrder/2021/09
<b>04</b>	Consultant's Legal Title	: Devnet Limited
<b>05</b>	Consultant's Contact Details	: BDDBL Bhaban (9 <sup>th</sup> Floor, East), 12 Karwan Bazar, Dhaka-1215. Phone : +8802-8189349-50
<b>06</b>	Consultant's Registration Details	: C-40841(200)/2000
<b>07</b>	Reference to LOI to sign Contract with Date	: BIISS-81/WorkOrder/2021/09 Dated: 11.10.2021
<b>08</b>	Original Contract Price	: 10,79,716.00
<b>09</b>	Final Contract Price as Performed	: 10,79,716.00
<b>10</b>	Original Contract Period	:
	(a) Date of Commencement	: 11.10.2021
	(b) Date of Completion	: 10.04.2022
<b>11</b>	Actual Implementation Period	:
	(a) Date of Actual Commencement	: 11.10.2021
	(b) Date of Actual Completion	: 10.04.2022
<b>12</b>	Days/Months Contract Period Extended	: N/A
<b>13</b>	Special Note ( <i>if any</i> )	: N/A

Certified that the Services under the Contract has been performed and completed in all respects in strict compliance with the "**Description of Services**" including all modifications thereof as per satisfaction of the Client.

*Sufia Khanom*  
 Name: Sufia Khanom,  
 Senior Research Fellow,  
 Bangladesh Institute of International and Strategic Studies (BIISS)  
 1/46 Old Elephant Rd, Eskaton,Dhaka-1215



*Name and Signature of the Issuing Authority with Designation*

### Bangladesh Police

•Project Name	Digital Archiving and Preservation System Software for Document Management of Bangladesh Police
•Name of Client	Bangladesh Police
•Project location within Country	Dhaka, Bangladesh
•Participation	As a lead firm
•Value of Services	24,48,500.00/-
• Source of Financing	Company's own fund
•Start Date (15/01/17)	•Completion Date Continuing
•Name of Associate Firms (if any)	N/A
Customer Contact Details	Md. Saidul Hasan, ppm AIG (ICT-2) Bangladesh Police Police Headquarters 6, Phoenix Road, Fulbaria Dhaka – 1000 Email: oic_opsr@police.gov.bd Phone: +880-2-223381967 +880-2-223383515
•Description of the Project (less than 500 words)	Digital Archiving and Preservation System Software for Document Management of Bangladesh Police
•Description of the Actual Services Provided by your Firm (less than 300 words)	Digital Archiving and Preservation System Software for Document Management of Bangladesh Police
Firm's Name	Devnet Limited
Authorized Signature	



**Government of the People's Republic of Bangladesh  
Bangladesh Police**

Police Headquarters, Dhaka  
[www.police.gov.bd](http://www.police.gov.bd)



Ref : Memo No. ICT/44.01.0000.438.07.010.21/2266

Date: 26 October 2022

**COMPLETION CERTIFICATE**

01	Client Details :	Bangladesh police
	(a) Division :	: Dhaka
	(b) Circle/Directorate	: Bangladesh Police Headquarters
	(c) Zone/Region	: Dhaka
	(d) Others (specify)	: N/A
02	Name of Assignment	: Purchase of Digital Archiving and Preservation System Software for Document Management of Bangladesh Police.
03	Contract No	: ICT-2/44.01.0000.438.07.010.21/01(2)
04	Consultant's Legal Title	: Devnet Limited
05	Consultant's Contact Details	: BDDBL Bhaban (9 <sup>th</sup> Floor, East), 12 Karwan Bazar, Dhaka-1215. Phone : +8802-8189349-50
06	Consultant's Registration Details	: C-40841(200)/2000
07	Reference to LOI to sign Contract with Date	: ICT-2/44.01.0000.438.07.010.21/02 Dated: 02.01.2022
08	Original Contract Price	: 24,48,500.00
09	Final Contract Price as Performed	: 24,48,500.00
10	Original Contract Period	:
	(a) Date of Commencement	: 02.01.2022
	(b) Date of Completion	: 02.03.2022
11	Actual Implementation Period	:
	(a) Date of Actual Commencement	: 02.01.2022
	(b) Date of Actual Completion	: 02.05.2022
12	Days/Months Contract Period Extended	: 02 (Tow) Months
13	Special Note (if any)	: N/A

Certified that the Services under the Contract has been performed and completed in all respects in strict compliance including all modifications thereof as per satisfaction of the Client.

Md. Zannatul Hasan, BPM (Bar)  
BP-7203020852  
AIG (ICT)  
On behalf of Inspector General  
Bangladesh Police  
Police Headquarters, Dhaka.  
Tel:- 02-55101711  
E-mail: [aigict@police.gov.bd](mailto:aigict@police.gov.bd)

**Economic Relation Division**

Project Name	Development of web-based Document Management software for K4DM project
Name of Client	Economic Relations Division (ministry of Finance)
Project location within Country	Dhaka, Bangladesh
Participation	As a lead firm
Value of Services	BDT 15,28,000/-
Source of Financing	Company's own fund
Start Date (27/11/16)	Completion Date 30/08/2017
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Manager: Nasit Istiaq Ahmed, Team Leader: Habib Ullah Bhuiyan, Other senior Staff: Md. Moniruzzaman Miah, Md. Reazul Islam Palash, Md. Nayem Abdullah, Mamun Mia, Forhadul Islam, Shams Shahriar Sharif, Shuvro Roy, Mir Bahar Nurul Amin, .
Customer Contact Details	S. M. Morshed Phd National Communication Consultant Block#3, Room# 34(2nd floor) Economic Relations Division, Sher-e-Bangla Nagar, Dhaka, Bangladesh
Description of the Project (less than 500 words)	<ul style="list-style-type: none"> <li>▪ Development and Implementation of web-based Document Management software</li> <li>▪ Implementation of categorization scheme/creation of document definitions</li> <li>▪ Content digitization of about 100000 pages of different types of documents and title and preface of 10000 books approximately</li> <li>▪ Populate document management software with the digitized contents</li> <li>▪ Produce required documentations</li> <li>▪ Provide Training <ul style="list-style-type: none"> <li>○ User level ToT training</li> <li>○ Maintenance level training</li> <li>○ User level general training</li> </ul> </li> <li>▪ Document retention and accessibility policy implementations within the software</li> <li>▪ Solution must have Technical Compatibilities (Database, Performance, Security, Scalability, Backup &amp; Recovery issue, Future functional enhancement)</li> <li>▪ Provide User manual, troubleshoot guide etc.</li> <li>▪ Provide 2 years on-site warranty with a full-time support staff at ERD office</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>▪ Development and Implementation of web-based Document Management software</li> <li>▪ Implementation of categorization scheme/creation of document definitions</li> <li>▪ Content digitization of about 100000 pages of different types of documents and title and preface of 10000 books approximately</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Populate document management software with the digitized contents</li> <li>▪ Produce required documentations</li> <li>▪ Provide Training           <ul style="list-style-type: none"> <li>○ User level ToT training</li> <li>○ Maintenance level training</li> <li>○ User level general training</li> </ul> </li> <li>▪ Document retention and accessibility policy implementations within the software</li> <li>▪ Solution must have Technical Compatibilities (Database, Performance, Security, Scalability, Backup &amp; Recovery issue, Future functional enhancement)</li> <li>▪ Provide User manual, troubleshoot guide etc.</li> <li>▪ Provide 2 years on-site warranty with a full-time support staff at ERD office</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	



Knowledge for Development Management (K4DM) Project  
Economic Relations Division (ERD), Ministry of Finance



Date: 14 November 2017

Ref: Contract No. UNDP-BD/ADM-250-2016-012

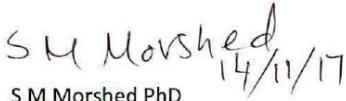
Subject: Letter of Appreciation

**To Whom It May Concern**

United Nations Development Programme (UNDP) highly appreciates the job (Development of web based Document Management Software for K4DM Project) that Devnet Limited has successfully accomplished. During the contract period (November, 2016 to August, 2017), Devnet successfully provided the DMS software named as "ERDPEDIA" along with hardware mentioned, scanned all the books/documents of ERD library, provided multiple training to different user groups as per requirements. They are also providing necessary support service whenever we require.

We are satisfied with their level of professionalism & service providing standard and wish success to Devnet Limited in its future endeavors.

Sincerely,

  
S M Morshed PhD

National Communication Consultant  
UNDP



Block # 3, Room # 34 (2nd floor), Economic Relations Division, Sher-e-Bangla Nagar, Dhaka, Bangladesh Phone: 88-02-9180988

**Department of Land Records & Surveys (DLRS)**

Project Name	Preservation, Reprint and quick delivery of the Existing Mouza Map sheets through digitization programme
Name of Client	Tanmaya Das, Programme Director & Deputy Director (admin), Department of Land Records & Surveys (DLRS), Tejgaon, Dhaka-1207
Project location within Country	Department of Land Records and Surveys premises, Dhaka
Participation	Prime consultant
Value of Services	BDT 54,00,000/-
Source of Financing	Company's own fund
Start Date (10/05/16)	Completion Date (30/6/16)
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Director: Abu Sayed Khan, Project Manager: Nasit Istiaq Ahmed, Programmer: Md. Reazul Islam Polash, Mir Bahar Nurul Amin, Md. Moniruzzaman Miah, Naimul Hasnat, Database administrator: Mohammad Syful Islam Noman,
Description of the Project (less than 500 words)	<p>The objective of this Assignment is to create a Digital Archive of about 71,000(seventy one thousand) CS, SA and RS Mouza map sheets by building a database of map images using high precision scanning and imaging technology, which will be maintained under an appropriately designed and custom-built Digital Cadastral Map Archive Management Software System. Under this Assignment, the Digital Archive must be designed and modified in such a way that it can be established in DLR&amp;S Record Room and as well as it can also be deployed to 61 District's Deputy Commissioner's Record Rooms.</p> <ul style="list-style-type: none"> <li>▪ To make the DLRS processes as efficient as possible.</li> <li>▪ Given highest priority to citizen service delivery: the system should make the service acquisition as simple as possible.</li> <li>▪ Secure every stakeholder, all communication and content as secure as possible.</li> <li>▪ To create a coherence between the systems so that all systems can work to gather with minimum interventions.</li> <li>▪ With the use of ICT and modern technology, introducing effective, efficient, organized, faster and accountable Land Record Service delivery to the citizen.</li> <li>▪ To ensure the Land Record citizen service in hassle free, transparent , time and cost effective</li> </ul>

	<p>way, sitting at home or from nearby Digital Center instead of visiting DC office physically.</p> <ul style="list-style-type: none"> <li>▪ To introduce Virtual Record Room (VRR) where citizen can enter into the District Record Room from anywhere anytime even just sitting at home to view records and apply for service.</li> <li>▪ To archive all Land Records of the Nation in more organized, secured and authenticated manner as National valuable Asset.</li> </ul>
¶Description of the Actual Services Provided by your Firm (less than 300 words)	<p>Task 1: Modification of the existing Digital Archiving Management Software:</p> <ul style="list-style-type: none"> <li>• Fixing of Security issues (Audit trail, XSS filtering, SQL injection protection, ACID properties of Database Management System and others if relevant) <ul style="list-style-type: none"> <li>1. Cross-site scripting (<b>XSS</b>) for vulnerability check of application</li> <li>2. Defend Against SQL Injection Attacks</li> <li>3. Defend Against Web Services Attack.</li> <li>4. Defend Against Web Application Attacks</li> <li>5. Meet ACID (Atomicity, Consistency, Isolation, and Durability) model</li> <li>6. Database Backup Tool.</li> </ul> </li> <li>• Front-end Database Backup Button tool</li> <li>• Development of Daily Map Printing report tool</li> <li>• District wise Mouza map distribution and necessary customization in the software</li> <li>• 3<sup>rd</sup> party penetration testing may be required.</li> </ul> <p>Task 2: Image conversion services for the existing Mouza map sheets scanned image</p> <p>Task 3: Scanning and archiving of Mouza Map Sheets (CS, SA &amp; RS)</p> <p>Task 4: Data Entry of Mouza Map Sheets (CS, SA &amp; RS)</p> <p>Task 5: Training and Technology Transfer</p>
Firm's Name	Devnet Limited
Authorized Signature	

**Government of the People's Republic of Bangladesh**  
**Department of Land Records and Surveys**  
**28 Shaheed Tajuddin Ahmad Sarani**  
**Tejgaon, Dhaka-1208**

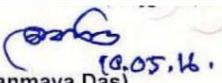
Standard Request for Proposal Document PS7

Office Memo no: 31.03.2692.004.033.01-39

Date: 16.02.2017

**COMPLETION CERTIFICATE**

<b>01</b>	Client Details : Department of Land Record's and Surveys (DLR &S)	
(a) Division :	:	Dhaka
(b) Circle/Directorate	:	Department of Land Record's and Surveys
(c) Zone/Region	:	Tejgaon, Dhaka-1208
(d) Others ( <i>specify</i> )	:	N/A
<b>02</b>	Name of Assignment	: Preservation, Reprint and quick delivery of the Existing Mouza Map sheets through digitization programme
<b>03</b>	Contract No	: 31.03.2692.004.14.03.14(Part-I)-69
<b>04</b>	Consultant's Legal Title	: Devnet Limited
<b>05</b>	Consultant's Contact Details	: BDBL Bhaban, (Level-9, East) 12 Karwan Bazar, Dhaka 1215. Contact Details: +88 02 8189349-50
<b>06</b>	Consultant's Registration Details	: C-40841(200)/2000
<b>07</b>	Reference to LOI to sign Contract with Date	: 30.01.2013
<b>08</b>	Original Contract Price	: 54,23,250.00
<b>09</b>	Final Contract Price as Performed	: 54,23,250.00
<b>10</b>	Original Contract Period	:
	(a) Date of Commencement	: 10.05.2016
	(b) Date of Completion	: 31.12.2016
<b>11</b>	Actual Implementation Period	:
	(a) Date of Actual Commencement	: 10.05.2016
	(b) Date of Actual Completion	: 31.12.2016
<b>12</b>	Days/Months Contract Period Extended	: N/A
<b>13</b>	Special Note ( <i>if any</i> )	:

  
 (Tanmaya Das) (10.05.16.)  
 Programme Director & Deputy Director (Admin.)  
 "Preservation, Reprint and ensuring quick  
 delivery of the existing Mouza Map Sheets  
 through digitization Programme"  
 Department of Land Records and Surveys  
 Tejgaon, Dhaka-1208.  
 [Authorized Representative]

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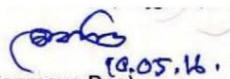
Name and Signature of the Issuing Authority with Designation

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### Details of Services Performed

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Consultant: Devnet Limited		
No	Major Components of Assignment	Total Value
	Task 1: Modification of the existing Digital Archiving Management Software Task 2: Image conversion services for the existing Mouza map sheets' scanned images Task 3: Scanning and archiving of Mouza Map Sheets (CS, SA & RS) total 73596 Mouza Map Task 4: Data Entry of Mouza Map Sheets (CS, SA & RS) Task 5: Training and Technology Transfer	54,23,250.00

  
(05.05.16.)  
 (Tanmaya Das)  
 Programme Director & Deputy Director Admin.  
 [Authorized Representative]  
 (TANMAYA DAS)  
 Programme Director & Deputy Director Admin.  
 Department of Land Records and Surveys  
 Tejgaon Dhaka-1208.

Name and Signature of the Issuing Authority with Designation

**Dhaka University Library**

Project Name	Digitization of Handwritten Manuscripts, Old Newspapers and Rare Collection of Dhaka University Library, Dhaka University Library
Name of Client	Dhaka University Library, University of Dhaka, Dhaka-1000
Project location within Country	Dhaka
Participation	As a lead firm
Value of Services	57,50,000.00
Source of Financing	Company's own fund
Start Date 26/04/2016	Completion Date: 30/10/2016
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Director: Abu Sayed Khan, Technical Lead: Mohammad Emran Hasan, Project Manager: Md. Nayem Gawhar, Project Coordinator: Habib Ullah Bhuiyan , Programmer: Roni Kumar Saha, Shahidul Hasan
Description of the Project (less than 500 words)	Development and implementation of Archive Management System. Scanning and Archiving more than 1,00,000 Handwritten Manuscripts, 12,50,000 Old Newspapers and 3,00,000 Thesis for Dhaka University.
Description of the Actual Services Provided by your Firm (less than 300 words)	Development and implementation of Archive Management System. Scanning and archiving more than 1,00,000 Handwritten Manuscripts, 12,50,000 Old Newspapers and 3,00,000 Thesis for Dhaka University.
Firm's Name	Devnet Limited
Authorized Signature	

গ্রন্থাগারিকের অফিস  
ডাকা বিশ্ববিদ্যালয় প্রহ্লাদগার  
চাকা-১০০০, বাংলাদেশ  
ফোন : ৯৬৬১৯২০-৭৩/৮২৬২  
ফ্যাক্স : ৮৮০-২-৯৬৬৭২২২  
ই-মেইল : librarian@du.ac.bd



Office of the Librarian  
University of Dhaka  
Dhaka-1000, Bangladesh  
Phone : 9661920-73/4262  
FAX : 880-2-9667222  
E-mail : librarian@du.ac.bd

No. Lib-2700/2018-19

Date: 19.5.2019

#### COMPLETION CERTIFICATE

<b>01</b>	Client Details :University of Dhaka	
(a) Division :	:	Dhaka
(b) Circle/Directorate	:	Dhaka University Library
(c) Zone/Region	:	Dhaka
(d) Others (specify)	:	N/A
<b>02</b>	Name of Assignment	: Digitization of Handwritten Manuscripts, Old Newspaper and Rare Collection of Dhaka University Library
<b>03</b>	Contract No	: H-302/15-16
<b>04</b>	Consultant's Legal Title	: Devnet Limited
<b>05</b>	Consultant's Contact Details	: BDBL Bhaban (9 <sup>th</sup> Floor, East), 12 Karwan Bazar, Dhaka-1215. Phone : +8802-8189349-50
<b>06</b>	Consultant's Registration Details	: C-40841(200)/2000
<b>07</b>	Reference to LOI to sign Contract with Date	: H-302/15-16 Dated: 17.04.2016
<b>08</b>	Original Contract Price	: 50,00,000.00
<b>09</b>	Final Contract Price as Performed	: 57,50,000.00
<b>10</b>	Original Contract Period	:
	(a) Date of Commencement	: 26/04/ 2016
	(b) Date of Completion	: 18/10/2016
<b>11</b>	Contract Extension Period	:
	(a) Date of Actual Commencement	: 18/10/ 2016
	(b) Date of Actual Completion	: 15/01/2017
<b>12</b>	Days/Months Contract Period Extended	: 90 days
<b>13</b>	Special Note (if any)	: N/A

Certified that the Services under the Contract has been performed and completed in all respects in strict compliance with the "**Description of Services**" including all modifications thereof as per satisfaction of the Client.

*বন্দী*

Prof. Dr. S. M. Zabed Ahmed  
Sub-Project Manager, CP-3274  
Digitization of Handwritten Manuscripts, Old Newspaper and Rare Collection of Dhaka University Library, University of Dhaka, Dhaka-1000

*Name and Signature of the Issuing Authority with Designation*

গ্রন্থাগারিকের অফিস  
 ঢাকা বিশ্ববিদ্যালয় গ্রন্থাগার  
 ঢাকা-১০০০, বাংলাদেশ  
 ফোন : ৯৬৬১৯২০-৭৩/৪২৬২  
 ফ্যাক্স : ৮৮০-২-৯৬৬৭২২২  
 ই-মেইল : librarian@du.ac.bd



Office of the Librarian  
 University of Dhaka  
 Dhaka-1000, Bangladesh  
 Phone : 9661920-73/4262  
 FAX : 880-2-9667222  
 E-mail : librarian@du.ac.bd

No.....

Details of Services Performed

Date.....

**CONSULTANT**

No	Major Components of Assignment	Total Value
1.	Digitization of Handwritten Manuscripts, Old Newspaper and Rare Collection of Dhaka University Library	BDT 5,000,000.00
2.	Additional work Order	BDT 7,50,000.00

*বাবু*

Prof. Dr. S. M. Zabed Ahmed  
 Sub-Project Manager, CP-3274  
 Digitization of Handwritten Manuscripts, Old Newspaper and Rare Collection of Dhaka University Library, University of Dhaka, Dhaka-1000

*Name and Signature of the Issuing Authority with Designation*

**Dhaka University Library**

Project Name	Scanning of microfilms and microfiches with OCR and integration with existing library documentation system
Name of Client	Dhaka University Library, University of Dhaka, Dhaka-1000
Project location within Country	Dhaka
Participation	As a lead firm
Value of Services	23,83,328.00
Source of Financing	Company's own fund
Start Date 27/06/2018	Completion Date: On-Going
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Technical Lead: Md. Reazul Islam Polash, Project Manager: Md. Syful Islam Noman, Project Coordinator: Habib Ullah Bhuiyan , Programmer: Roni Kumar Saha, Shahidul Hasan
Description of the Project (less than 500 words)	<p>Scanning of 14,89,580 exposures of microfilms and microfiches with OCR and integration with existing library documentation system of Dhaka University Library.</p> <ul style="list-style-type: none"> <li>• Cleaning of Microfilms and Microfiches if required</li> <li>• Scanning of Microfilms</li> <li>• Scanning of Microfiches</li> <li>• Integration with existing library documentation system</li> <li>• Hands-on training</li> <li>• 1 year warranty</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<p>Scanning of 14,89,580 exposures of microfilms and microfiches with OCR and integration with existing library documentation system of Dhaka University Library.</p> <ul style="list-style-type: none"> <li>• Cleaning of Microfilms and Microfiches if required</li> <li>• Scanning of Microfilms</li> <li>• Scanning of Microfiches</li> <li>• Integration with existing library documentation system</li> <li>• Hands-on training</li> <li>• 1 year warranty</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	



### ঢাকাগারিকের অফিস, ঢাকা বিশ্ববিদ্যালয়

ফোন : ৯৬৬১৯২০-৭৩/৮২৬২, ফ্যাক্স : ১৮৮০-২-৫৫১৬৭৮১০

ই-মেইল : librarian@du.ac.bd

No: প্রক্ষেত্রায়/প্রক্ষেত্র/২০১৮/২০২১-২২

Date: ১৪-০২-২০২২

#### COMPLETION CERTIFICATE

<b>01</b>	Client Details :University of Dhaka	
(a) Division :	:	Dhaka
(b) Circle/Directorate	:	Dhaka University Library
(c) Zone/Region	:	Dhaka
(d) Others (specify)	:	N/A
<b>02</b>	Name of Assignment	:
	Scanning of Microfilm and Microfiches with OCR and Integration with existing Documentation System	
<b>03</b>	Contract No	:
<b>04</b>	Consultant's Legal Title	:
<b>05</b>	Consultant's Contact Details	:
<b>06</b>	Consultant's Registration Details	:
<b>07</b>	Reference to LOI to sign Contract with Date	:
<b>08</b>	Original Contract Price	:
<b>09</b>	Final Contract Price as Performed	:
<b>10</b>	Original Contract Period	:
	(a) Date of Commencement	:
	(b) Date of Completion	:
<b>11</b>	Actual Implementation Period	:
	(a) Date of Actual Commencement	:
	(b) Date of Actual Completion	:
<b>12</b>	Days/Months Contract Period Extended	:
<b>13</b>	Special Note (if any)	:

Certified that the Services under the Contract has been performed and completed in all respects in strict compliance with the "Description of Services" including all modifications there of as per satisfaction of the Client.

#### Details of Services Performed

No	Major Components of Assignment	Total Value
1.	Scanning of Microfilm and Microfiches with OCR and Integration with existing Documentation System	BDT 23,83,328.00

14 FEB 2022

Prof. Dr. M. Nasiruddin Munshi  
Librarian (In-charge)  
University of Dhaka.

**Infrastructure Development Company Limited (IDCOL)**

Project Name	IDCOL Digitization Project, (Package No.: S-27 under REREDPII)
Name of Client	S M Monirul Islam, CFO and Head of Operations, IDCOL, UTC Building, Level-17, 8, Panthopath, Kawran BAzar, Dhaka-1215 Ph: 9102171-8 Ext: 23 Email: <a href="mailto:mislam@idcol.org">mislam@idcol.org</a>
Project location within Country	Dhaka
Participation	As a lead Firm
Value of Services	BDT 2,41,86,525.00
Source of Financing	Company's own fund
Start Date (24/12/15)	Completion Date: (31/12/16)
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Manager: Md. Reazul Islam Polash, Software Architect: Roni Kumar Saha, System Analyst: Md. Syful Islam Noman, Database Administrator: Mohammad Syful Islam Noman, System Administrator: Md. Moniruzzaman Miah, Mohammad, Sr. Developer: Md. Moinul Islam, Mamun Mia, Developer: Shuvro Roy, Shahidul Hasan, Mir Bahar Nurul Amin, Md. Sohag Hossain, Anis Uddin Ahmed, Samiul Amin Shanto, M. Nayem Abdullah etc.
Description of the Project (less than 500 words)	<p>Design, develop and integration of web based digitization software.</p> <ul style="list-style-type: none"> <li>• Digitization software development and implementation</li> <li>• Scanning of 17500000 pages</li> <li>• Digitization</li> <li>• Proofing</li> <li>• Data entry in digitization software</li> <li>• Integration with IDCOL MIS</li> <li>• Training &amp; capacity building</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>• Detailed work plan and workflow.</li> <li>• Approved testing phase</li> <li>• Ongoing reporting <ul style="list-style-type: none"> <li>○ Monthly progress report</li> <li>○ Monthly quality control report</li> <li>○ Monthly return report of original documents</li> </ul> </li> <li>• Indexing.</li> <li>• Handing over of the digitized activities through hard disk.</li> <li>• Source code of the software after development after deployment in a portable media (CD, DVD, Portable HDD);</li> <li>• Integration of digitized content with IDCOL MIS;</li> <li>• Handing over of digitization software.</li> <li>• Specification of the equipment which are to be procured by IDCOL for digitizing its regular documents.</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	

Standard Request for Proposal Document PS7

Office Memo no:Aprcn/Devnet/Ongn/04/02

Date: 10 April 2016

**COMPLETION CERTIFICATE**

<b>01</b>	Client Details : INFRASTRUCTURE DEVELOPMENT COMPANY LIMITED (IDCOL)	
	(a) Division :	: Dhaka
	(b) Circle/Directorate	:
	(c) Zone/Region	: Dhaka
	(d) Others ( <i>specify</i> )	:
<b>02</b>	Name of Assignment	: IDCOL Digitization Project Project Name: Rural Electrification and Renewable Energy Development (RERED)-II Project
<b>03</b>	Contract No	: IDCOL/S-27/REREDPII/01
<b>04</b>	Consultant's Legal Title	: Devnet Limited
<b>05</b>	Consultant's Contact Details	: BDBL Bhaban
<b>06</b>	Consultant's Registration Details	: C-40841(200)/2000
<b>07</b>	Reference to LOI to sign Contract with Date	: 24.12.2015
<b>08</b>	Original Contract Price	: 2,41,86,525.00
<b>09</b>	Final Contract Price as Performed	: N/A
<b>10</b>	Original Contract Period	:
	(a) Date of Commencement	: 24.12.2015
	(b) Date of Completion	: Ongoing
<b>11</b>	Actual Implementation Period	:
	(a) Date of Actual Commencement	: 24.12.2015
	(b) Date of Actual Completion	: Ongoing
<b>12</b>	Days/Months Contract Period Extended	: N/A
<b>13</b>	Special Note ( <i>if any</i> )	: N/A

Certified that the Services under the Contract has been performed and completed in all respects in strict compliance with the "Description of Services" including all modifications thereof as per satisfaction of the Client.



**Mohammad Wahidur Rahman**  
Unit Head (Technical), RE  
Infrastructure Development  
Company Limited (IDCOL)

**INFRASTRUCTURE DEVELOPMENT COMPANY LIMITED**

UTC Building, Level-16, 8 Panthapath, Kawran Bazar, Dhaka-1215, Bangladesh **T** 9102171-8, 09666743265 **F** +880-2-8116663 **W** [www.idcol.org](http://www.idcol.org)



Standard Request for Proposal Document PS7

Office Memo no:Aprcn/Devnet/Ongn/04/02

Date: 10 April 2016

**COMPLETION CERTIFICATE**

<b>01</b>	Client Details : INFRASTRUCTURE DEVELOPMENT COMPANY LIMITED (IDCOL)	
(a) Division :	:	Dhaka
(b) Circle/Directorate	:	
(c) Zone/Region	:	Dhaka
(d) Others (specify)	:	
<b>02</b>	Name of Assignment	: IDCOL Digitization Project Project Name: Rural Electrification and Renewable Energy Development (RERED)-II Project
<b>03</b>	Contract No	: IDCOL/S-27/REREDPII/01
<b>04</b>	Consultant's Legal Title	: Devnet Limited
<b>05</b>	Consultant's Contact Details	: BDBL Bhaban
<b>06</b>	Consultant's Registration Details	: C-40841(200)/2000
<b>07</b>	Reference to LOI to sign Contract with Date	: 24.12.2015
<b>08</b>	Original Contract Price	: 2,41,86,525.00
<b>09</b>	Final Contract Price as Performed	: N/A
<b>10</b>	Original Contract Period	:
	(a) Date of Commencement	: 24.12.2015
	(b) Date of Completion	: Ongoing
<b>11</b>	Actual Implementation Period	:
	(a) Date of Actual Commencement	: 24.12.2015
	(b) Date of Actual Completion	: Ongoing
<b>12</b>	Days/Months Contract Period Extended	: N/A
<b>13</b>	Special Note (if any)	: N/A

Certified that the Services under the Contract has been performed and completed in all respects in strict compliance with the "**Description of Services**" including all modifications thereof as per satisfaction of the Client.

**Mohammad Wahidur Rahman**  
Unit Head (Technical), RE  
Infrastructure Development  
Company Limited (IDCOL)

**INFRASTRUCTURE DEVELOPMENT COMPANY LIMITED**

UTC Building, Level-16, 8 Panthapath, Kawran Bazar, Dhaka-1215, Bangladesh **T** 9102171-8, 09666743265 **F** +880-2-8116663 **W** www.idcol.org

**Bangladesh Small & Cottage Industries Corporation (BSCIC)**

Project Name	Development of Online GIS Based Application & Database Management System and a Web Portal for Small and Cottage Industries
Name of Client	Md. Mansur Reza Chowdhury Director (Finance), BSCIC Tel: +88029565613 137-138, Motijheel Commercial Area, Dhaka -1000, Bangladesh
Project location within Country	Dhaka
Participation	As a lead Firm
Value of Services	BDT 5,38,697.00
Source of Financing	Company's own fund
Start Date (07/07/15)	Completion Date: (07/10/15)
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Director: Syed Abu Md. Jafor, Technical Lead: Mohammad Emran Hasan, Project Manager: Abu Sayed Khan, Project Coordinator: Md. Naimul Hasnat, Programmer: Nayem Gawhar, Roni Kumar Saha, Shahidul Hasan Coordinator: Habib Ullah Bhuiyan
Description of the Project (less than 500 words)	<p>Design, develop and maintain an Online GIS Based Application &amp; Database Management System including a web portal to publicly access the published information.</p> <p>a) Data import from different databases like National ID Database, Birth-Death Registration Database, Joint Stock Company Database etc. has to be ensured in the system;</p> <p>b) Content of this portal has to be developed both in English and with Unicode compatibility;</p> <p>e) Necessary provision for feedback/comment/complaint by the authorized service receivers should be available;</p> <p>c) Application and Portal needs to be mobile responsive, RTI compliant and interoperable with Bangladesh National Portal Framework;</p> <p>d) Prepare all the relevant technical documents (system analysis and design report, design diagram, configuration manual, code manual, administrative manual, user manual etc.) and will deliver those documents along with source code to the GoB nominated agency after successful implementation;</p> <p>e) Follow any open source based standard CMS and Web Framework in technology and enable system operability in low bandwidth with high scalability in technology planning;</p> <p>f) Host the system along with database during the development in their data center;</p> <p>g) Ensuring Load Testing, Security Testing and necessary integration testing of the portal and the online application management system;</p> <p>h) Ensure the hands on training 10 selected BSCIC officials and relevant stakeholders;</p>

	Ensure that the web portal is linked to major social media platforms
Description of the Actual Services Provided by your Firm (less than 300 words)	Do
Firm's Name	Devnet Limited
Authorized Signature	



বাংলাদেশ ক্ষুদ্র ও কুটির শিল্প কর্পোরেশন (বিসিক)  
 ১৩৭-১৩৮, মতিঝিল বাণিজ্যিক এলাকা, ঢাকা-১০০০, বাংলাদেশ  
**Bangladesh Small & Cottage Industries Corporation (BSCIC)**  
 137-138, Motijheel Commercial Area, Dhaka - 1000, Bangladesh

Ref. No: 36.94.0000.000.14.034.15/ ১৭৬(৩)

Date: ০৭-০৭-২০১৫

To.  
 Mr. Abu Sayed Khan  
 Head, Strategic Accounts,  
 Devnet Limited, Level-9 (East),  
 BDBL Bhaban, 12, Karwan Bazar,  
 Dhaka-1215

**Subject:** Contract Award for providing services to BSCIC for Development of Online GIS Based Application & Database Management System and a Web Portal for Small and Cottage Industries.

Ref: Invitation for Proposals No: 36.94.0000.000.14.034.15, Issued on: 13.05.2015

In response to your submitted Technical and Financial Proposal, dated 27 May, 2015 for providing services to BSCIC for "Development of Online GIS Based Application & Database Management System and a Web Portal for Small and Cottage Industries ", we are pleased to inform you that your proposal has been evaluated and finally selected for the service. And your submitted financial proposal for the service of TK.(including VAT): [REDACTED]  
[REDACTED] as corrected and modified (through negotiation with the Proposal Evaluation Committee) in accordance with the instructions to consultant is hereby accepted by the authority.

You are requested to proceed with the Development of Online GIS Based Application & Database Management System and a Web Portal for Small and Cottage Industries and to provide related services and also note that this award shall constitute the formation of a contract. This contract between Bangladesh Small & Cottage Industries Corporation (BSCIC) and Devnet Limited would be signed formally at BSCIC on 9 July 2015.

Thank you for your interest in doing business with BSCIC.

  
 (Md. Mansur Reza Choudhury)  
 Director (Finance), BSCIC  
 Tel: 9565613

Copy for information:

01. Project Director, A2i Programme and Director General (Admn.), Prime Minister's Office, Old Sangsad Bhaban, Tejgaon, Dhaka-1215.
02. P S to Chairman, BSCIC, Dhaka
03. P A to Director (Finance), BSCIC, Dhaka

**Scanning and Data Capture of GR Survey Form [Directorate General of Health Services (DGHS)]**

Project Name	Scanning and Data Capture of GR (Geographical Reconnaissance) survey form
Name of Client	Dr. Md Lutfar Rahman Deputy Director (P&C) CMSD, DGHS Tejgaon, Dhaka Directorate General of Health Services (DGHS)
Project location within Country	Dhaka
Participation	As a lead Firm
Value of Services	BDT 7,52,49,600.00
Source of Financing	Company's own fund
Start Date (25/3/13)	Completion Date (30/6/13)
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Director: Syed Abu Md. Jafor, Project Manager: Mohammad Abdullah, Project Coordinator: Mohammad Atiqur Rahman, Programmer: Naimul Hasnat, Coordinator: Habib Ullah Bhuiyan
Description of the Project (less than 500 words)	<p>a. Scanning of GR survey form: The total number of survey form is 30 million (approx.). A virtual archive should be developed through the scanned copies for future search and retrieve.</p> <p>b. Data entry: The consultant has to give entry of Approximately 100 fields (both numeric and alpha numeric) of each survey form.</p> <p>c. Providing a search &amp; retrieve web enabled application software</p>
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>▪ ICR Form Design and Template design for 30 million household survey form</li> <li>▪ Database design</li> <li>▪ Scanning of 2,21,78,421 household survey form in Devnet service bureau</li> <li>▪ Data capture of 2,21,78,421 household, survey form through ICR technology</li> <li>▪ Development of archiving software for search and retrieve of scanned forms</li> <li>▪ Report generation</li> <li>▪ Training of the relevant officers</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	



গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
**ম্যানেজমেন্ট ইনফরমেশন সিস্টেম (এমআইএস)**  
 স্বাস্থ্য অধিদপ্তর, মহাখালী, ঢাকা-১২১২

December 07, 2015

### **Certificate of Appreciation**

This is to certify that Devnet Limited has provided the GR survey form processing service through ICR technology to the **Directorate General of Health Services (DGHS), CMSD, Tejgaon, Dhaka** under the **Scanning and Data Capture of GR Survey Form** project in reference to the tender invitation number **CMSD/Proc-115/GOB(dev.)/NCS-1101(QCBC)/2011-2012/D-3/4316** dated 26-05-2013. Devnet Ltd. has accomplished the following services under this project:

- ICR Form Design and Template design for 30 million household survey form
- Database design
- Scanning of 2,21,78,421 household survey form in Devnet service bureau
- Data capture of 2,21,78,421 household survey form through ICR technology
- Development of archiving software for search and retrieve of scanned forms
- Report generation
- Training of the relevant officers

The value of the project is 7,52,49,600.00 (Seven Crore Fifty Two Lac and Forty Nine Thousand and Six Hundred only) BDT.

We are satisfied with their work and the job was completed and delivered on time. During the tenure, they have maintained strict professionalism and kept confidentiality of the whole process. We wish the organization's continued success in its future ventures.



Prof. Dr. Abul Kalam Azad  
 Additional Director General (Plann. & Dev.) &  
 Line Director, MIS  
 Director General of Health Services  
 Mohakhali Dhaka-1212



**Directorate of Archives and Libraries [Modernization of Bangladesh National Library]**

Project Name	Digital Library Information Service (System) Management and Development Software using Open-Source Digital Library Software of UNESCO
Name of Client	Wadudul Bari Chowdhuri Director Directorate of Archives and Libraries Agargaon Sher-E-Bangla Nagar, Dhaka – 1207
Project location within Country	Dhaka
Participation	As a lead Firm
Value of Services	BDT 19,49,000.00
Source of Financing	Company's own fund
Start Date (27/12/12)	Completion Date (30/5/13)
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader)	Project Director: Abu Sayed Khan, Project Manager: Habib Ullah Bhuiyan, Programmer: Naimul Hasnat, Co-coordinator: Md. Shah Faruk
Involved and Functions Performed	
Description of the Project (less than 500 words)	Customization of open-source software 'Greenstone' for the use of Bangladesh National Library
¶Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>• Design and Development of website using Drupal</li> <li>• Customization of Koha</li> <li>• Maintenance for 3 years</li> <li>• Customization of open-source software 'Greenstone' for the use of Bangladesh National Library</li> <li>• Scanning of Books, journals, map etc.</li> <li>• Cataloging and data entry using MARC21</li> <li>• Searching by Selective Information</li> <li>• Bar code integration and search books</li> <li>• Facility for Various Database Field Input</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	

Government of the People's Republic of Bangladesh  
Bangladesh National Library Modernization Project  
Directorate of Archives and Libraries  
32.Justice S.M.Morshed Sharani  
Agargoan , Dhaka-1207.

No.f.43.25.0000.004.10.015.12/ 607, Date:August 07,2014

### **Certificate of Appreciation**

This is to Certify that Devnet Limited has Completed and provided us with Digital library information services (system) Management and Development of Software using open source digital Library software of UNESCO. The job included implementations of greenstone along with integration of website, installation of KOHA and metadata entry to the software.

We are satisfied with their work and the job which was completed and delivered on due time. During the tenure, they have maintained strictly professionalism and kept confidentiality of the whole process.

We wish the organization's continued success in its ventures.

*Sharmin, 9/07/14*  
Project Director  
Bangladesh National Library Modernization Project  
Directorate of Archives and Libraries

**United Commercial Bank Limited**

Project Name	Supply, installation., Training and implementation of Document Management system (DMS) and archiving Managed service
Name of Client	United Commercial Bank Limited
Project location within Country	Dhaka, UCB premises
Participation	As a lead firm
Value of Services	3,04,98,500/-
Source of Financing	Company's own fund
Start Date 04/2019	Completion Date Continuing
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Manager: Md. Reazul Islam Palash, Team Leader: Habib Ullah Bhuiyan, Other senior Staff: Md. Moniruzzaman Miah, Syful Islam Noman, Md. Nayem Abdullah, Mamun Mia, Forhadul Islam, Shams Shahriar Sharif, Shuvro Roy, Mir Bahar Nurul Amin, .
Customer Contact Details	N. Mustafa Tarek Sr. Executive Vice President United Commercial Bank Limited
Description of the Project (less than 500 words)	<ul style="list-style-type: none"> <li>• Supply and installation of Document Management System (DMS) with physical document tracking System.</li> <li>• Scanning and archiving of all documents</li> <li>• Barcode Printing Solution</li> <li>• a) Customization b) Integration with CBS. c) Deployment d) Training e) Testing and commissioning of the system f) Integration</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>• Supply and installation of Document Management System (DMS) with physical document tracking System.</li> <li>• Scanning and archiving of all documents</li> <li>• Barcode Printing Solution</li> <li>• a) Customization b) Integration with CBS. c) Deployment d) Training e) Testing and commissioning of the system f) Integration</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	



UCB/CHO/AMU/01/2021

Date: 20.01.2021

**COMPLETION CERTIFICATE**

<b>01</b>	Client Details : <b>United Commercial Bank Limited (UCBL)</b>
(a) Division :	: Dhaka
(b) Circle/Directorate	:
(c) Zone/Region	: Dhaka
(d) Others (specify)	: N/A
<b>02</b>	Name of Assignment
	: Work Order for supply, installation, training and implementation of Document Management System (DMS) & Scanning Archiving Managed Service (Digital & Physical Record Management), Barcode Printing Warehouse RACK Supply
<b>03</b>	Contract No
	: UCBL/CO/GSD/Pro/WO/DMS9/2018/229
<b>04</b>	Consultant's Legal Title
	: Devnet Limited
<b>05</b>	Consultant's Contact Details
	: BDBL Bhaban (9 <sup>th</sup> Floor, East), 12 Karwan Bazar, Dhaka-1215. Phone : +8802-8189349-50
<b>06</b>	Consultant's Registration Details
	: C-40841(200)/2000
<b>07</b>	Reference to LOI to sign Contract with Date
	: Date :13.02.2018
<b>08</b>	Original Contract Price
	: Monthly Payment One Lac Eighty Thousand Taka plus Archiving managed service charge (as per document quantity and delivery)  <u>Details of Services Performed:</u> Document Management Solution – BDT 64,80,000.00 Scanning & Archiving Service – BDT 1,70,00,000.00 Barcode – BDT 27,50,000.00 Others - BDT 42,68,500.00 Total BDT 30,498,500.00 In Word: Three Crore Four Lac Ninety eight thousand and five hundred taka only
<b>09</b>	Final Contract Price as Performed
	: Monthly Payment One Lac Eighty Thousand Taka plus Archiving managed service charge (as per document quantity and delivery)
<b>10</b>	Original Contract Period
(a)	Date of Commencement
	: 13.02.2018
(b)	Date of Completion
	: 31.12.2020
<b>11</b>	Actual Implementation Period
(a)	Date of Actual Commencement
	: 13.02.2018
(b)	Date of Actual Completion
	: 31.12.2020
<b>12</b>	Days/Months Contract Period Extended
	: On Going
<b>13</b>	Special Note (if any)
	: N/A

Certified that the Services under the Contract has been performed and completed in all respects in strict compliance with the "**Description of Services**" including all modifications thereof as per satisfaction of the Client.

Mohammad Fazle Mahmood  
Vice President  
Archive Management Unit

www.ucb.com.bd

**United Commercial Bank Limited**

Corporate Office: Plot-CWS(A)-1, Road No-34,  
Gulshan Avenue, Dhaka-1212, Bangladesh.  
Phone: +880-2-55668070, E-mail: info@ucb.com.bd

**Al-Arafah Islami Bank Ltd.**

Project Name	Supply, installation, testing and commissioning of Electronic Document Management System, Record Management, Workflow, Imaging infrastructure Management Software and related hardware along with related support services.
Name of Client	Md. Aminul Islam Bhuiyan Senior Vice President Al-Arafah Islami Bank Ltd. 36, Dilkusha Commercial Area, Dhaka-1000, Bangladesh
Project location within Country	Dhaka, Devnet's Karwan Bazar service bureau and respective branches of the bank
Participation	As a lead firm
Value of Services	BDT 2,37,12,000.00
Source of Financing	Company's own fund
Start Date (06/1/13)	Completion Date (30/06/13)
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Director: Mohammad Abdullah, Project Manager: Mohammad Atiqur Rahman, Programmer: NaimulHasnat, Coordinator: Habib Ullah Bhuiyan
Description of the Project (less than 500 words)	<p>Supply, installation, testing and commissioning of Electronic Document Management System, Record Management, Workflow, Imaging infrastructure Management Software and related hardware along with related support services.</p> <ul style="list-style-type: none"> <li>▪ Automated Account opening form with ICR based form and branch level scanning and data capture</li> <li>▪ Introduced Electronic Document Management System.</li> <li>▪ Process automation through workflow application for account opening, Investment, CIB reporting and Trade financing</li> <li>▪ Installed Kodak scanner with capture pro software in 115 branches</li> <li>▪ Scanning and indexing of all account opening back log files</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>▪ System Requirement Specification (SRS)</li> <li>▪ System Design Description (SSD)</li> <li>▪ System Development and Prototyping</li> <li>▪ User login</li> <li>▪ Dashboard</li> <li>▪ Create Meeting Minutes</li> <li>▪ Edit, View</li> <li>▪ Notes or observation</li> <li>▪ Print view</li> <li>▪ Add new entry</li> <li>▪ Meeting minutes search and filtering</li> <li>▪ Workflow tracking</li> <li>▪ Group facility in meeting minutes</li> </ul>

	<ul style="list-style-type: none"><li>▪ Link workflow, documents in meeting minutes</li><li>▪ System Installation, Configuration and Testing</li><li>▪ Documentation</li><li>▪ Operation Acceptance Testing</li><li>▪ User/ Technical Training</li></ul>
Firm's Name	Devnet Limited
Authorized Signature	



ICT Division, Head Office.

Ref: AIBL/HO/ICT/2016/

Dated 10/04/2016

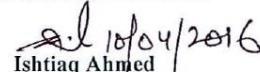
#### COMPLETION CERTIFICATE

01	Al-Arafah Islami Bank., ICT Division, Head Office, 36 Dilkusha C/A, Dhaka-1000	
02	Name of Assignment	: Supply, installation, testing and commissioning of Electronic Document Management System, Record Management, Workflow, imaging infrastructure Management Software and Kodak Scanner, 110 Unit Avision AV176U Document Scanner long with related support services" by Devnet Limited.
03	Contract No	: Ref. No.: /AIBL/HO/ICT/2013/405 (A) & AIBL/HO/ICT/2015/243
04	Consultant's Legal Title	: Devnet Limited.
05	Consultant's Contact Details	: BDBL Bhaban (Level-9, East) 12 Karwan Bazar, Dhaka-1215.
06	Work Order Dated	: 10.01.2013 & 09/08/2015
07	Original Contract Price	: 1,37,12,000.00
08	Final Contract Price as Performed	: NA
09	Original Contract Period	:
10	(a) Date of Commencement	: NA
	(b) Date of Completion	: NA
11	Actual Implementation Period	
	(a) Date of Actual Commencement	: NA
	(b) Date of Actual Completion	: NA
12	Days/Months Contract Period Extended	: NA
13	Special Note (if any)	: Continuous Process

#### Details of Services Performed

Consultant: Devnet Limited		
No	Major Components of Assignment	Total Value
	<ul style="list-style-type: none"> <li>▪ Automated Account opening form with ICR based form and branch level scanning and data capture</li> <li>▪ Introduced Electronic Document Management System with workflow for account opening, loan and L/C processing</li> <li>▪ Installed Kodak scanner with capture pro software in 21 branches</li> <li>▪ Scanning and indexing of all account opening back log files</li> <li>▪ 110 Unit Avision AV176U Document Scanner</li> </ul>	1,37,12,000.00

Certified that the above Services the Contract has been performed and completed in all respects in strict compliance with the "Description of Services" including all modifications thereof as per satisfaction of the Client.

  
 Ishtiaq Ahmed  
 Vice President



Head Office : 36, Dilkusha Commercial Area, Dhaka-1000, Bangladesh, Tel : PABX : +88-02-9567885, 9567819, 7123255-7  
 Fax : +88-02-9569351, E-mail : aibl@al-arafahbank.com

মনে রেখো তোমাদের সকল কাজের প্রতি আরাফা দৃষ্টি রাখছেন

[www.al-arafahbank.com](http://www.al-arafahbank.com)



**Department of Land Records and Surveys (DLRS)**

Project Name	Capacity development of the department of Land Records and Surveys & Modernization of Cadastral Maps' storing, preserving and retrieval system
Name of Client	Mr. KongKham Nilmani Singha, Project Director & Deputy Director (Admin), Department of Land Records & Surveys (DLRS), Tejgaon, dhakaPh: 8113280 Web: www.dlrs.gov.bd
Project location within Country	Department of Land Records and Surveys premises, Dhaka
Participation	As a sub-consultant
Value of Services	BDT 92,00,000/-
Source of Financing	Company's own fund
Start Date (30/1/13)	Completion Date (30/6/13)
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Director: Abu Sayed Khan, Project Manager: Habib Ullah Bhuiyan, Programmer: Naimul Hasnat, Coordinator: Saifur Rahman Nehad
Description of the Project (less than 500 words)	Department of Land Records and Surveys(DLRS) has taken an initiative to digitally archive about 1,15,000 (one lakh and fifteen thousand) Mouza map sheets (CS,SA&RS) and wish to build a Database with the above archived maps, using appropriate Computer and Scanning technology for Maps' storing, preserving and future retrieval.
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>▪ Development of web based archiving software for search and view</li> <li>▪ Scanning of 1,15,000 CS mouza maps using high precision A0 flatbed scanner</li> <li>▪ Data entry of mouza maps by division, district, mouza name, etc. for search &amp; retrieve</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	

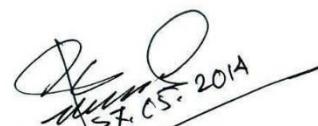
**Government of the People's Republic of Bangladesh**  
**Department of Land Records and Surveys**  
**28 Shaheed Tajuddin Ahmad Sarani**  
**Tejgaon, Dhaka-1208**

**TO WHOM IT MAY CONCERN**

This is to certify that **M/s. Devnet Ltd.**, - leading Enterprise Content Management Company (ECM) in Bangladesh - Address: BDBL Bhaban, 9<sup>th</sup> floor, Karwan Bazar, Dhaka-1205 has successfully completed the scanning of 1,15,000 Mouza Map and development of Mouza Map Archiving Software for the Department of Land Records & Surveys (DLRS), Ministry of Land under the "Capacity Development of the Department of Land Records and Surveys and Modernization of Cadastral Maps Storing, Preserving and Retrieval System in association with e.Gen Consultants Ltd.

During the project tenure, Devnet Ltd. proved their professionalism in administering the project of the whole process.

We wish the organization's continued success.



Kongkham Nilmani Singha  
Programme Director & Deputy Director (Admin)  
Department of Land Records and Surveys

**Kongkham Nilmani Singha**  
Project Director & Deputy Director (Admin)  
Capacity Development of DLRS Project (TA:JICA)  
Department of Land Records and Surveys  
Tejgaon, Dhaka-1208.

**RAJUK**

Project Name	Digital Archiving of files of plot(s)/flat(s) of Gulshan, Banani and Baridhara Model Town
Name of Client	Kazi Mohammad Mahabubul Hoque System Analyst & Project Manager (MIS), Rajuk Cell: +8801730013920
Project location within Country	RAJUK (on-site)
Participation	As a lead firm
Value of Services	BDT 36,12,799.00
Source of Financing	Company's own fund
Start Date (06/11/08)	Completion Date (28/02/10)
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Syed Abu Md. Jafor, Project Manager: Shukriar Alam, Team Leader: Habib Ullah Bhuiyan, Programmer: Md. Reazul Islam Polash, Md. Syful Islam Noman, Other Staff: Kazi Md. Al Islam, Md. Saiful Islam, Khokon Howlader, Haroon-or-Rashid, Shahajahan Khan, Tarikul Islam, Shahriar Rahman, Saiful Islam, Shakil Ahmed, Mizanur Rahman, ShukriarAlam.
Description of the Project (less than 500 words)	<ul style="list-style-type: none"> <li>• Develop web based software for archiving, data capture of Plot and flat file information</li> <li>• Scanning of files of plot(s)/flat(s) (.9 million documents) of RAJUK.</li> <li>• Scanning of 6000 Maps size 23"/36"</li> <li>• Enter relevant of information of each file in the database</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	Scanning of 813,187 pages and 6,912 maps/layouts of 3,958 files of Gulshan, Banani and Baridhara model town. Developed and deployed web based software for archiving. Provided 5 copy of all the scanned images and captured data. Training to the officials.
Firm's Name	Devnet Limited
Authorized Signature	

**COMPUTERIZATION & MIS PROJECT**  
**RAJDHANI UNNAYAN KARTRIPAKKHA**  
**RAJUK BHABAN, DHAKA**

Memo No: Rajuk/PD/MIS/04-10/08/

Date: 17.12.2009

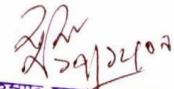
**WORK CERTIFICATE**

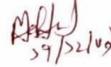
This is to certify that **M/S Devnet Limited**, BSRS Bhaban (9<sup>th</sup> floor, East), 12, Karwan Bazar, Dhaka-1215 is a consulting firm of RAJDHANI UNNAYAN KARTRIPAKKHA (RAJUK) and engaged in the following work.

- 1 .Name of Work: "**Providing Services for Digital Archiving of files of Plot(s)/ Flat(s) of Gulshan, Banani and Baridhara Model Town.**
- 2 .Estimated Cost: Tk. 82,00,000/=
- 3. EOI Notice No: RAJUK/MIS/EOI-01/2007-2008. (Re-Invitation) Date 18.06.2008
- 4. Work Order Amount:
  - a. Original: Tk. 36,12,799.25
  - b. Additional Work' Tk. 5,30,677.50
- 5. Date of Work Order: 19/11/08
- 6. Time of Completion as per work order: 9 months (from 19/11/08 to 15/08/09)
- 7. Time for Addititional work: 75 days (from 08/12/09 to 16/02/10)
- 8. Progress of work: 90%Completed (Document Scanning 7. 50,000 pages & Map Scanning: 6,000 Sheets.

I wish every success of the company.

  
 (Md. Shariful Islam)  
 Project Director( MIS)  
 Rajdhani Unnayan Kartripakkha  
 Rajuk Bhaban, Dhaka.

  
 মুহাম্মদ মুসা আখন্দ  
 উপ-পরিচালক (এম আই এস)  
 রাজধানী উন্নয়ন কর্তৃপক্ষ

  
 সিস্টেম এনজিনিয়ার  
 রাজধানী উন্নয়ন কর্তৃপক্ষ, ঢাকা।

### Public Library

Project Name	Digitization of old daily newspaper
Name of Client	Maksudur Rahman Maintenance Engineer, Dept. of Public Library Tel: 8610422 Email: mmrahman_dpl@yahoo.com
Project location within Country	Dhaka
Participation	As a lead Firm
Value of Services	BDT 48,75,000.00
Source of Financing	Company's own fund
Start Date (01/06/2011)	Completion Date (30/08/2011)
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Director: Syed Abu Md. Jafor, Coordinator: Abu Sayed Khan, Team Leader: Habib Ullah Bhuiyan, Other Staff: Md. Ehsanul Haque, Md. Shukriar Alam, Kazi Md. Al-Islam,
¶Description of the Project (less than 500 words)	<ul style="list-style-type: none"> <li>• Develop web based software for archiving and customize Greenstone Digital Library Solution. Provide 1 year maintenance support.</li> <li>• Scanning of A0 size old newspaper from bind volume.</li> <li>• Convert scan images into PDF files and upload in the developed software. Enter relevant of information of each newspaper in the software to facilitate search &amp; retrieve.</li> <li>• Perform OCR for English newspaper to facilitate full text search.</li> </ul>
¶Description of the Actual Services Provided by your Firm (less than 300 words)	<b>Detailed Description of Actual Services Provided by your Staff:</b> Develop search and view software in customization with greenstone library management software. Developing software according to client's requirement with best suited methodology and also according to the document nature and categorization. Document Processing; prepare the document for scanning by removing rough edges, Capturing the documents by using Atiz BookDrive DIY A0 Scanner. Assembling and processing those documents through page count, recognition etc., Indexing, verification & correction, Quality assurance, exporting those documents into demanding database. Then again processing the documents exactly the way they were before. Deploy the software with all the pdf in the library premises.
Firm's Name	
Authorized Signature	

**Government of the People's Republic of Bangladesh**  
**Department of Public Libraries**  
**Shahbagh, Dhaka.**  
**web site: [www.publiclibrary.gov.bd](http://www.publiclibrary.gov.bd), e-mail: Fax # 8628205**

No. গপ্তা/১অ-৬/আইসিটি/২০১১/ ২৭০৯

Date: ২৬/০৫/১৪

**WORK COMPLETION CERTIFICATE**

This is to certify that **Devnet Limited**, BDBL Bhaban (9<sup>th</sup> floor, East), 12, Karwan Bazar, Dhaka-1215 is a service provider and supplier and has successfully accomplished the digitization of Old Newspapers of the Sufia Kamal National Public Library under the "Implementation of ICT Programme in Govt. Public Libraries" programme against the Work Order No. Contract No: DPL/1Ka-25(Digitization)2011/1226, valued Tk. 48,75,000.00 (Taka forty eight lac seventy five thousand only) and during the financial Year 2010-2011.

Work Order No.: DPL/1Ka-25(Digitization)2011/1226, 12.05.2011  
Name of the Work: Digitization of Old Newspaper  
Value of the Work: BDT 48,75,000/- (Taka forty eight lac seventy five thousand)  
Financial Year: 2010-2011  
Job Status: Completed and Paid



Dr. Nikhil Chandra Sarker  
Programme Director &  
Asst. Director (Admin & Accounts)  
Department of Public Libraries  
Shahbagh, Dhaka

**BIRDEM GENERAL HOSPITAL**

Project Name	Scanning, Data Entry and Archiving of BIRDEM Admin and Patient Records
Name of Client	BIRDEM GENERAL HOSPITAL
Project location within Country	Dhaka, Bangladesh
Participation	As a lead firm
Value of Services	18, 75,000/-.
Source of Financing	Company's own fund
Start Date (10/11/15)	Completion Date 11/02/2016
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Syed Abu Md. Jafor, Project Manager: Nasit Istiaq Ahmed, Team Leader: Habib Ullah Bhuiyan, Other senior Staff: Md. Moniruzzaman Miah, Md. Reazul Islam Palash, Md. Nayem Abdullah, Mamun Mia, Forhadul Islam, Shams Shahriar Sharif, Shuvro Roy, Mir Bahar Nurul Amin, .
Customer Contact Details	Siraj-Ud-Dawla Chowdhury Additional Director, Head of Department (Finance and Accounts), BIRDEM General Hospital
Description of the Project (less than 500 words)	<ul style="list-style-type: none"> <li>• Development of web-based archiving software</li> <li>• Scanning of patient records</li> <li>• Indexing and data entry</li> <li>• Training</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>• Development of web-based archiving software</li> <li>• Scanning of patient records</li> <li>• Indexing and data entry</li> <li>• Training</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	

BIRDEM Form No- 114



An Enterprise of the  
Diabetic Association of  
Bangladesh

## BIRDEM GENERAL HOSPITAL

**Bangladesh Institute of Research and Rehabilitation  
in Diabetes, Endocrine and Metabolic Disorders**

Standard Request for Proposal Document PS7

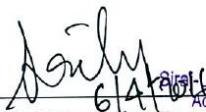
Office Memo no: 114

Date: 06-04-2016

### COMPLETION CERTIFICATE

<b>01</b>	Client Details : Birdem General Hospital, Bangladesh Institute of Research and Rehabilitation in Diabetes, Endocrine and Metabolic Disorders	:	Dhaka
(a) Division :	:		
(b) Circle/Directorate	:		
(c) Zone/Region	:		
(d) Others ( <i>specify</i> )	:		
<b>02</b>	Name of Assignment	:	Scanning, Data Entry and Archiving of BIRDEM Admin and Patient Records.
<b>03</b>	Contract No	:	01818419433
<b>04</b>	Consultant's Legal Title	:	Devnet Limited
<b>05</b>	Consultant's Contact Details	:	Name: Ehsanul Haque Shujan Bhuiyan Designation: Pre Sales Consultant, Contact No. + 88 01713249826
<b>06</b>	Consultant's Registration Details	:	C-40481(200)/2000
<b>07</b>	Reference to LOI to sign Contract with Date	:	08.11.2015
<b>08</b>	Original Contract Price	:	18,75,000.00
<b>09</b>	Final Contract Price as Performed	:	16,45,726.50
<b>10</b>	Original Contract Period	:	
	(a) Date of Commencement	:	10-11-2015
	(b) Date of Completion	:	11-02-2016
<b>11</b>	Actual Implementation Period	:	
	(a) Date of Actual Commencement	:	10-11-2015
	(b) Date of Actual Completion	:	11-02-2016
<b>12</b>	Days/Months Contract Period Extended	:	N/A
<b>13</b>	Special Note ( <i>if any</i> )	:	

Certified that the Services under the Contract has been performed and completed in all respects in strict compliance with the "Description of Services" including all modifications thereof as per satisfaction of the Client.

  
 Siraj-Ud-Dowla Chowdhury  
 Additional Director &  
 Siraj-Ud-Dowla Chowdhury of The Department (F&A)  
 Additional Director, BIRDEM  
 Head of Department (Finance and Accounts)  
 BIRDEM General Hospital

Ibrahim Memorial Diabetes Centre, 122 Kazi Nazrul Islam Avenue, Dhaka-1000, Bangladesh.  
 Phone : 58616641-50, 9661551-60 Fax : 880-2-9667812, Cable : BIRDEM

### Banglalink NID based SIM registration Process

Project Name	Software Development for NID based SIM registration process
Name of Client	Banglalink Digital Communication Ltd.
Project location within Country	Dhaka, Bangladesh
Participation	As a lead firm
Value of Services	31,25,000.00
Source of Financing	Company's own fund
Start Date (04/11/15)	Completion Date Continuing
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Manager: Nasit Istiaq Ahmed, Software Architect: Roni Kumar Saha, System Analyst: Md. Reazul Islam Polash, Database Administrator: Mohammad Syful Islam Noman, System Administrator: Md. Moniruzzaman Miah, Mohammad, Sr. Developer: Md. Moinul Islam, Mamun Mia, Developer: Shuvro Roy, Shahidul Hasan, Mir Bahar Nurul Amin, Md. Sohag Hossain, Anis Uddin Ahmed, Samiul Amin Shanto, M. Nayem Abdullah etc.
Customer Contact Details	Ashraful Islam Siddique, IT Division, Moinuddin Islam, Procurement Division, Email: <a href="mailto:moinislam@banglalinkgsm.com">moinislam@banglalinkgsm.com</a> Banglalink Digital Communications Limited, Tiger's Den, House # 04, (SW), Bir Uttam Mir Shawkat Sharak, Gulshan-1, Dhaka-1212, Bangladesh
Description of the Project (less than 500 words)	Development of NID based SIM registration software including following: <ul style="list-style-type: none"> <li>• Sales Point's Desktop App (A .Net Application with click-once technology)</li> <li>• Sales Point's Mobile App Development (An Android based Application)</li> <li>• Middleware system comprises of different click-once based desktop module to be used by distributors and back-office users, Windows services and SOAP based web services.</li> <li>• Integration with election commission's server for NID authentication</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	Development of NID based SIM registration software including following: <ul style="list-style-type: none"> <li>• Sales Point's Desktop App (A .Net Application with click-once technology)</li> <li>• Sales Point's Mobile App Development (An Android based Application)</li> <li>• Middleware system comprises of different click-once based desktop module to be used by distributors and back-office users, Windows services and SOAP based web services.</li> <li>• Integration with election commission's server for NID authentication</li> </ul>

Firm's Name	Devnet Limited
Authorized Signature	



Banglalink Digital Communications Limited  
 Tiger's Den, House # 04, (SW)  
 Bir Uttam Mir Shawkat Sharak  
 Gulshan-1, Dhaka-1212, Bangladesh.  
[www.banglalinksm.com](http://www.banglalinksm.com)  
 VAT Reg No: 1814101190

banglalink

Supplier No : 2645

Name : Devnet Ltd

Address : Palladium Building 4th floor, CEN (C) 1 Road-95,  
 Gulshan-2 Dhaka, Bangladesh

## Purchase Order

Page : 1 of 1

Printed at : 04-OCT-15 06:16 PM

PO Number :	48261
Revision :	0
Order Date :	04-OCT-2015
Created By :	Moinuddin Islam
RF# :	16165
Approved Date :	04-OCT-2015

Ship To/Bill To : Banglalink Digital Communications Limited

Requestor : Zia-E-Taleb

Confirm To :

Reference : Software Development for National Identity  
 based SIM Registration Process

Line	Item Code	Description	Quantity	UOM	Unit Price (BDT)	Amount (BDT)	VAT Amt
1	SOFTWARE.GENERAL.SOFTWARE E SOFTWARE	Software Development for NID based SIM registration process	1	JOB	[REDACTED]	[REDACTED]	0.00
						Total (BDT) :	[REDACTED] 0.00
						Grand Total (BDT) :	[REDACTED]

\* Payment Term: 100% payment will be made within 60 days after project completion & submission of Commercial invoice along with PO, delivery challan and copy of VAT challan to Finance Department.  
 Project Completion Time: within 25 Calendar days after PO receiving

Warranty: 01 (One) year.

AMC: 15% of solution price after expiry of warranty period.

Cost of CR (per man-day cost): BDT 5,000 (Taka Five Thousand)

Penalty: 1% of PO value per day delay of Project Completion.\*\* Source Code must be transferred to Banglalink and Banglalink will have the rights to share the source code with other vendor. \*\*TAX will not be deducted if valid TAX exemption certificate is provided with the invoice otherwise TAX will be deducted from the invoice value.

\* All prices and amount on this order are expressed in (BDT)

\* VAT & Taxes (if any) will be deducted as per Govt's rules & regulations. Original VAT Challan (Mushuk-11) must be provided to Banglalink Tax Department within 2 working days of Goods or Service Delivery with PO reference (if applicable).

\* Supplier needs to submit invoice/bill along with all necessary documents to Banglalink along with PO Copy. Payment instruments will be handed over in next available payment date after the end of credit period.

\* Any demurrage or penalty paid for supplier's fault will be deducted from their invoice.

\* If supplier fails to comply with the terms and conditions of this Purchase Order Banglalink Digital Communications Limited reserves the right to cancel it.

\* Supplier Tax Identification Number: 141-200-8978 and VAT Registration Number: 5091038288.

*[Signature]*

*Perihane Elhamy*

*Ahmed Jaleen*

( Procurement Approval )

( Head Of Department )

( Authorised Signature )

**World Intellectual Property Organization (WIPO)**

Project Name	Data Capture Project for the Department of Patents, Designs and Trademarks of Bangladesh
Name of Client	Mr. Jaime Sevilla Director, Procurement and Contracts Division World Intellectual Property Organization 34, chemin des Colombettes, CH-1211 Geneva 20, Switzerland, Tel: +41 22 338 94 22 Fax: +41 22 338 82 10
Project location within Country	Dhaka
Participation	As a lead Firm
Value of Services	BDT 66,65,023.00
Source of Financing	Company's own fund
Start Date (01/05/2010)	Completion Date (30/05/2011)
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Director: Syed Abu Md. Jafor, Project Manager: Md. Shukriar Alam, Kazi Md. Al-Islam-requirement analysis and database design, Md. Mostofa Zaman Asraf.
Description of the Project (less than 500 words)	<ul style="list-style-type: none"> <li>• Build and populate a database containing textual bibliographic information, selected digitized images and workflow information of estimated 135,000 trademarks, 7,000 Patents and 14,500 Industrial Designs files.</li> <li>• Develop a database using specification contained in the "Database Specification for Bangladesh Data Capture Project" (Annex II)</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>• Develop an application for data capture and a migration toll for WIPO systems</li> <li>• Design, Develop and printing three different ICR form for data capture from respective files.</li> <li>• Capture data in the form and verify</li> <li>• Scan those form and recognize through ICR software for data verification</li> <li>• Verify and validate data</li> <li>• Scan drawings, designs, logo and trade mark of each file</li> <li>• Scan claims and abstract of patent file for OCR</li> <li>• Export data and images in the final database</li> <li>• Insert claim and abstract in the respective field of the database</li> <li>• Print out the data of each file in a specified format for validation and checking by client</li> <li>• Update database based on the editing done by client</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	

**The City Bank Limited**

Project Name	Development, supply, installation, integration, testing, commissioning and implementation of Digital Archive Work Flow Process Solution
Name of Client	The City Bank Ltd.
Project location within Country	At the City Bank Limited
Participation	As a lead firm
Value of Services	BDT 48,07,000
Source of Financing	Company's own fund
Start Date (15/11/15)	Completion Date 31/12/2016
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Syed Abu Md. Jafor, Project Manager: Nasit Istiaq Ahmed, Team Leader: Habib Ullah Bhuiyan, Other senior Staff: Md. Moniruzzaman Miah, Md. Reazul Islam Palash, Md. Nayem Abdullah, Mamun Mia, Forhadul Islam, Shams Shahriar Sharif, Shuvro Roy, Mir Bahar Nurul Amin, .
Customer Contact Details	Kazi Azizur Rahman, Chief Information Officer (CIO), The City Bank Ltd. Phone:8813483,881437S,8813126 Fax: 880-2-9884446; G.P.O. Box No. 3381, Dhaka, E-mail: <a href="mailto:info@lhecitybank.com">info@lhecitybank.com</a> ; Web: <a href="http://www.lhecitybank.com">www.lhecitybank.com</a> ;
Description of the Project (less than 500 words)	Development, supply, installation, integration, testing, commissioning and implementation of Digital Archive Work Flow Process Solution
Description of the Actual Services Provided by your Firm (less than 300 words)	<b>ABYY FlexiCapture 10 GEO (Distributed Edition) with searchable PDF export, 500000 Pages Per Year (Perpetual License)</b> (Implementation and Integration with existing system included) <b>DocuDex Capture</b> <ul style="list-style-type: none"> <li>• Desktop scanning</li> <li>• Web scanning</li> <li>• Bar code &amp; OR code scanning</li> <li>• Licensing: Unlimited</li> <li>• Warranty: 3 years</li> </ul> (Implementation and Integration with existing system included) <b>DocuDex Archive and simple workflow</b> <ul style="list-style-type: none"> <li>• Licensing: Unlimited</li> <li>• Warranty: 3 years</li> </ul> (Implementation and Integration with existing system included)
Firm's Name	<b>Devnet Limited</b>
Authorized Signature	



The City Bank Limited  
Head Office : City Bank Center, 136, Gulshan Avenue, Gulshan-2, Dhaka-1212, Bangladesh

Standard Request for Proposal Document PS7

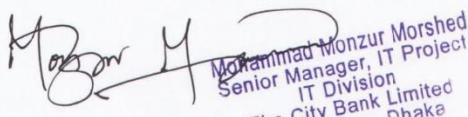
Office Memo no: Devnet- Completion-City Bank

Date: 19/9/2019

**COMPLETION CERTIFICATE**

	Client Details: The City Bank Limited	
01	(a) Division :	: Dhaka
	(b) Circle/Directorate	: The City Bank Limited
	(c) Zone/Region	: Dhaka
	(d) Others (specify)	: N/A
02	Name of Assignment	: Development, Supply, Installation, Integration, Testing, Commissioning, & Implementation of Digital Archive Work Flow Process Solution.
03	Contract No	: CBL/Fin/Proc/IT/2017/1112
04	Consultant's Legal Title	: Devnet Limited
05	Consultant's Contact Details	: BDBL Bhaban (9 <sup>th</sup> Floor, East), 12 Karwan Bazar, Dhaka-1215. Phone : +8802-8189349-50
06	Consultant's Registration Details	: C-40841(200)/2000
07	Reference to LOI to sign Contract with Date	: CBL/Fin/Proc/428/Y17. Date : 27.05.2017
08	Original Contract Price	: 4,807,000.00
09	Final Contract Price as Performed	: 4,807,000.00
10	Original Contract Period	:
	(a) Date of Commencement	: December 2017
	(b) Date of Completion	: February 2018
11	Actual Implementation Period	:
	(a) Date of Actual Commencement	: December 2017
	(b) Date of Actual Completion	: February 2018
12	Days/Months Contract Period Extended	:
13	Special Note (if any)	: N/A

Certified that the Services under the Contract has been performed and completed in all respects in strict compliance with the "Description of Services" including all modifications thereof as per satisfaction of the Client.



Name and Signature of the Issuing Authority with Designation

Phone: 58813483, 58814375, 58813126  
Fax: 880-2-9884446; G.P.O. Box No. 3381, Dhaka  
E-mail: info@thecitybank.com; Web: www.thecitybank.com; SWIFT: CIBLBDDH



The City Bank Limited  
Head Office : City Bank Center, 136, Gulshan Avenue, Gulshan-2, Dhaka-1212, Bangladesh

#### Details of Services Performed

Consultant:		
No	Major Components of Assignment	Total Value
		4,807,000.00
	Additional work Order	

  
 Md. Monzur Morshed  
 Senior Manager, IT Project  
 IT Division  
 The City Bank Limited  
 Head Office, Dhaka

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Name and Signature of the Issuing Authority with Designation

Phone: 58813483, 58814375, 58813126  
 Fax: 880-2-9884446; G.P.O. Box No. 3381, Dhaka  
 E-mail: info@thecitybank.com; Web: www.thecitybank.com; SWIFT: CIBLBDDH

**Social Islami Bank Limited**

Project Name	Supply, installation, testing and commissioning of Document Management System (DMS) solution , Document Scanner and scanning of existing documents
Name of Client	Social Islami Bank Ltd.
Project location within Country	Dhaka, Devnet's Karwan Bazar service bureau and respective branches of the bank
Participation	As a lead firm
Value of Services	BDT 1,00,00,000 plus
Source of Financing	Company's own fund
Start Date (08/10/15)	Completion Date Continuing
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Syed Abu Md. Jafor, Project Manager: Nasit Istiaq Ahmed, Team Leader: Habib Ullah Bhuiyan, Other senior Staff: Md. Moniruzzaman Miah, Md. Reazul Islam Palash, Md. Nayem Abdullah, Mamun Mia, Forhadul Islam, Shams Shahriar Sharif, Shuvro Roy, Mir Bahar Nurul Amin, .
Customer Contact Details	Md. Sultan Badsha Senior Executive Vice president Social Islami Bank Ltd. City Center, 103, Motijheel C/A, Dhaka-1000 Phone: +8802 09612001122
Description of the Project (less than 500 words)	Supply and installation of Electronic Document Management System, solution & service
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>▪ Automated Account opening form with ICR based form and branch level scanning and data capture</li> <li>▪ Supply, install and implementation of Electronic Document Management System.</li> <li>▪ Business process automation through workflow application for account opening, loan and L/C processing</li> <li>▪ Scanning and indexing of all account opening back log files</li> <li>▪ Supply &amp; Installation of document scanner</li> <li>▪ Training</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	



**Social Islami Bank Ltd  
IT Division, HO, Dhaka**

Ref: SIBL/HO/ITD/2015/902

Dated : 13/09/2015

**Mr. Syed Abu Md. Jafor**

Managing Director  
Devnet Limited  
BDBL Bhaban (9th Floor, East)  
12, Kazi Nazrul Islam Avenue, Dhaka-1215, Bangladesh

**Subject : Workorder for**

- 01. Document Management System (DMS) solution along with 04 units of Document scanner at a total amount of Tk. [REDACTED] along with AMC;**
- 02. Unit price of Kodak brand Document scanner for Head office Tk. [REDACTED]/-, for Large branch Tk. [REDACTED]/- and for Medium branch Tk. [REDACTED]/-; Avision brand document scanner for small branch at Tk. [REDACTED]/- & Tk. [REDACTED]/- along with Yearly [REDACTED] AMC for hardware; Form & template design (per page) at Tk. [REDACTED]/-; Document classification & categorization (per Department) at Tk. [REDACTED]/-; Unit price for existing document scanning (per page) at Tk. [REDACTED]/-**

Dear Sir,

With reference to your revised Technical and Financial proposal on August 02, 2015, Social Islami Bank Ltd would like to inform you that, your quotation for the aforementioned subject with a total amount of Tk. [REDACTED] and along with AMC has been accepted by the Bank.

We are placing this workorder as per the terms & conditions mentioned below:

S/N	Requirements	Total Amount
<b>1</b>	<b>License Fee (one time)</b>	
1.1	Centralized EDMS - One Time unlimited license	Tk. [REDACTED]/-
1.2	Workflow Module	Tk. [REDACTED]/-
1.3	Automatic Data Capture Module	Tk. [REDACTED]/-
1.4	Intelligent Document Recognition	Tk. [REDACTED]/-
<b>2</b>	<b>Professional Service Fee</b>	
2.1	Professional Service Fee-Implementation and Training	Tk. [REDACTED]/-
	Total for software license	Tk. [REDACTED]/-
<b>Hardware requirement</b>		
02 units of Kodak i2400 scanner (Tk. 79,000X2)		
02 units of Avision AV176U scanner (Tk. 41,000X2)		
<b>Grand total (Tk. Fifty Six Lac Ninety Thousand)</b>		
		Tk. [REDACTED] 0/-

**Approved unit rate:**

3.1	Consulting & Design: Form & template design (per page)	Tk. [REDACTED]/-
3.2	Document classification & categorization (per Department)	Tk. [REDACTED]/-
3.3	Unit price for existing document scanning (per page)	Tk. [REDACTED]/-
<b>Document scanner</b>		
4	For Head office (unit price)	Tk. [REDACTED]/- (Kodak i2900)
	For Large branch (unit price)	Tk. [REDACTED]/- (Kodak i2600)
	For Small branch (unit price)	Tk. [REDACTED]/- (Kodak i2400)
	For Small branch (unit price)	Tk. [REDACTED]/- (Avision AV176U)
	For Small branch (unit price)	Tk. [REDACTED]/- (Avision AV50F)
5	Annual Maintenance Support Fee	[REDACTED] for Software and [REDACTED] % for Hardware

*[Signature]*  
**Social Islami Bank Limited**, Corporate Office, City Center, 103 Motijheel C/A Dhaka-1000  
 Phone: 88 02 09612001122, Fax: 88 02 9568098, Email: info@sibl-bd.com

www.siblbd.com



**Other Terms & Conditions :**

- 1) Supplier's responsibility:
  - (i) Supply, construction, Installation, Configuration and commissioning of all the equipments must be done at the pre-determined locations as specified by the Bank at no additional cost.
  - (ii) You must ensure smooth performance of all the equipments for uninterrupted operation.
  - (iii) You have to comply with all the activities under section 3 & 4 named as "FUNCTIONAL REQUIREMENTS" and "TECHNICAL REQUIREMENTS" as mentioned in the tender schedule.
  - (iv) The Bank may raise any other relevant issues which must be complied by you at no additional cost.
  - (v) You will supply proper UAT document, User Manual and Operating procedure as per directive of Bangladesh Bank.
- 2) Delivery and commissioning period: All the products have to be delivered to the bank in original packages. Your quoted implementation must be completed within 06 (Six) month from the issue of this workorder. Any delay from your end will be unacceptable.
- 3) Your quoted products must be an exact match with the products quoted by you in the technical specification.
- 4) SIBL will procure Document scanner as deemed necessary time to time.
- 5) Warranty: Your quoted products must match the warranty period mentioned in the technical specification.
- 6) Downtime of the proposed system: You must ensure that system downtime remains 0% (Zero) at any stage from commissioning of the system.
- 7) You will submit a performance bond in the shape of bank draft (i.e. PO or DD)/Bank guarantee in favor of Social Islami Bank Ltd equivalent to 5% of the software value with 01 year validity.
- 8) Order Cancellation: Social Islami Bank Ltd reserves the right to cancel the order, entirely or partially, in the event of one or more of the following situations:
  - a. Delay in delivery beyond the specified period of delivery.
  - b. Delay in installation beyond specified date of installation.

In addition to the cancellation of purchase order, Social Islami Bank Limited reserves the right to appropriate the damages as well as recovery of payment already made to the vendor from Bank Guarantee (BG) submitted by the vendor. If the amount in BG is found insufficient to cover the damage cost, the bank shall raise a demand notice to you for recovery of such short payment and you shall be liable to release demanded payment within one week from the date of receipt of such notice or 15 days from the issue of notice, whichever is earlier.
- 9) Service Level Agreement (SLA): The vendor will execute SLA as soon as possible with mutual understanding with SIBL.

  
**Social Islami Bank Limited**, Corporate Office: City Center, 103 Motijheel C/A Dhaka-1000  
 Phone: 88 02 09612001122, Fax: 88 02 9568098, Email: info@sibl-bd.com

[www.siblbd.com](http://www.siblbd.com)



10) Completion Criteria :

- i. Without displaying any error message all the equipments will have to be functioning operation smoothly with loading OS.
- ii. System Administrator must be able to logon in all the equipment properly
- iii. The Bank reserves the right to impose penalty if you fail to complete the project on specified time.

11) Payment Terms:

- i. 50% of bill will be paid after successful supply, installation and commissioning of all software components as per requirement of SIBL and completion of 01 (One) branch/department entire document scanning, preservation and training of branch personnel.
- ii. 40% of bill will be paid after 30 (Thirty) days of successful completion of pilot 05 (Five) branches implementation of the system along with training of branch and IT Division officials.
- iii. 10% of total bill amount will be retained as security money for 01 (One) year.

12) VAT TAX AIT as applicable by Govt. rules will be deducted from the bill.

13) Suspension of work: The Bank reserves the right to suspend and reinstate execution of the whole or any part of the work without invalidating the provisions of the contract. The bank will issue orders for suspension or reinstatement of the work to you in writing. In case of necessity, the term for completion of the works may be extended suitably to account for duration of the suspension.

14) Any other related requirements of the Bank should be incorporated at free of cost.

You are, therefore, advised to submit/return the "Duplicate Copy" of the workorder duly signed by you unconditionally accepting all the terms & conditions within 02 (Two) days of issuance of this workorder.

Sincerely Yours,



**(Md. Sultan Badsha)**  
Senior Vice President

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### Prime Bank

Project Name	Work Order for Deployment of Docudex EDMS with Workflow Application V3.4.11 for Prime Bank Limited
Name of Client	Prime Bank
Project location within Country	Dhaka, Prime Bank premises
Participation	As a lead firm
Value of Services	18,00,000/-
Source of Financing	Company's own fund
Start Date 08/2017	Completion Date 12/2017
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader)  Involved and Functions Performed	Syed Abu Md. Jafor, Project Manager: Nasit Istiaq Ahmed, Team Leader: Habib Ullah Bhuiyan, Other senior Staff: Md. Moniruzzaman Miah, Md. Reazul Islam Palash, Md. Nayem Abdullah, Mamun Mia, Forhadul Islam, Shams Shahriar Sharif, Shuvro Roy, Mir Bahar Nurul Amin, .
Customer Contact Details	Asif Ibne Sattar Vice President, Prime Bank Limited Liability Operations Department Head Office, Adamjee Court Annex Building 2 (Level-6) 119-120 Motijheel C/A, Dhaka-1000, Bangladesh Tel: +880 (2) 9587277 (Direct)   Cell: +880 1708149521   <a href="mailto:asif.sattar@primebank.com.bd">asif.sattar@primebank.com.bd</a>   <a href="http://www.primebank.com.bd">www.primebank.com.bd</a>
Description of the Project (less than 500 words)	Account Opening, Servicing, Closing & Archiving Workflow of Prime Bank Limited <ul style="list-style-type: none"> <li>• Deployment of Docudex EDMS with Workflow Application</li> <li>• Development, Testing &amp; Deployment of Workflow System</li> <li>• Account Maintenance/Servicing Workflow, Account Closing Workflow</li> <li>• Document Archival Workflow from Central Office</li> <li>• Basic System Features, User Profiles and User Access Rights Matrix, Dashboard, Reports &amp; Search Options</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	Account Opening, Servicing, Closing & Archiving Workflow of Prime Bank Limited <ul style="list-style-type: none"> <li>• Deployment of Docudex EDMS with Workflow Application</li> <li>• Development, Testing &amp; Deployment of Workflow System</li> <li>• Account Maintenance/Servicing Workflow</li> <li>• Account Closing Workflow</li> <li>• Document Archival Workflow from Central Office (Head Office)</li> <li>• Basic System Features, User Profiles and User Access Rights Matrix, Dashboard, Reports &amp; Search Options</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	



# Prime Bank

## Facility Management Division

Prime/HO/FMD/CADoc/2017/ 4433

August 30, 2017

**M/s. Devnet Limited**  
BDBL Bhaban (Level 9 East)  
12 Kwranbazar,  
Dhaka-1215

Attn: Syed Abu Md. Zafor, Managing Director.

Subject: Work Order for Deployment of Docudex EDMS with Workflow Application V3.4.11 for Prime Bank Limited.

Dear Sir,

Please refer to your financial proposal dated 01/02/2017, technical proposal dated 07/02/2017 & revised financial proposal dated 13/04/2017 for deployment of EDMS: Workflow Application System Version 3.4.11 for Prime Bank Limited.

Accordingly, we are pleased to issue work order for deployment of EDMS: Workflow Application System Version 3.4.11 for Prime Bank Limited under following terms and conditions as approved by the competent authority:

Table: 01

Deployment of Docudex EDMS with Workflow Application V3.4.11			
SL	Particulars	Price (Tk.)	Comments
1	<b>License Fee of Docudex EDMS with Workflow Application V3.4.11</b>		For improvement and new features and functionalities of the existing modules.
2.	<b>Development of the Customization Scope</b>		Requirement Analysis, Design, Development , User Acceptance Testing (UAT) & Implementation are included.
3.	<b>Implementation</b>		Within 90 Calendar Days (+/- 10 working day) from the date of issuing work order.
4.	<b>Data Migration</b>		For data migration requirements (if any), Devnet will first share Microsoft Excel format for existing data. PBL authority will provide data as per the format provided by Devnet.
5.	<b>Preparation of Workflows/Modules</b>		
	a. Account Opening Workflow		
	b. Account Maintenance/Servicing Workflow		
	c. Account Closing Workflow		
	d. Archival Workflow from Central Office (Head Office)		Workflow to be developed as per Business Requirements Document. Summary given in Scope of Work (SOW)
6.	<b>Training &amp; User Manual</b>		■■■■■ training sessions will be conducted by Devnet Ltd. at free of cost with system user manual
<b>Sub-Total (Excluding VAT &amp; TAX)</b>			The cost includes VAT @ ■■■■■ case of any change in VAT rate, then it will be borne/adjusted by PBL.
<b>Vat (@ ■■■■■)</b>			
<b>TAX (@ 0.00%)</b>			
<b>Grand-Total (including VAT &amp; TAX)</b>		Taka. ■■■■■ - (■■■■■)	

1



**Prime Bank Limited**, Head Office: Adamjee Court Annexe Building-2, 119-120, Motijheel Com, Area, Dhaka-1000, Bangladesh. PABX: 9567265, 9570747-8  
Fax No. 880-2-9567230, 9560977, e-mail : info@primebank.com.bd, SWIFT: PRBLBDDH, Website: www.primebank.com.bd



# Prime Bank

## Facility Management Division

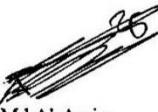
### Terms & Conditions (Contd):

16.	Licensing Type/ Professional Service Fee- Recurring	No License Renewal Fee or No recurring professional services fee applies for the proposed solution.
17.	Cancellation	Bank Authority reserves the right to cancel the work order for any violation of the clauses mentioned above or for any other valid reason.

If the above terms & conditions for the Work Order are acceptable to you, please return the duplicate copy of this Work Order to us duly signed by you as a token of your having accepted the terms & conditions mentioned above.

Thanking you.

  
 Md. Abdul Aziz  
 Assistant Vice President

  
 Saif Ul-Alam Md Al-Amin  
 Senior Vice President & Head

### *Copy to:*

1. SEVP & Head of IT Infrastructure & Planning Division, Prime Bank Ltd.
2. SEVP & Chief Operating Officer, Prime Bank Ltd.
3. Office Copy.

**Mutual Trust Bank Limited**

Project Name	WORK ORDER FOR SUPPLY & INSTALLATION OF "DOCUMENT MANAGEMENT SYSTEM (OMS) FOR IMPLEMENTATION OF CENTRALIZED OPERATIONS OF A/C OPENING AND ARCHIVAL OF LOAN DOCUMENTS BY CAD FOR MTB
Name of Client	Mutual Trust Bank Limited
Project location within Country	Dhaka, MTB premises
Participation	As a lead firm
Value of Services	50,77,750/-
Source of Financing	Company's own fund
Start Date 04/2019	Completion Date 12/2019
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Syed Abu Md. Jafor, Project Manager: Nasit Istiaq Ahmed, Team Leader: Habib Ullah Bhuiyan, Other senior Staff: Md. Moniruzzaman Miah, Md. Reazul Islam Palash, Md. Nayem Abdullah, Mamun Mia, Forhadul Islam, Shams Shahriar Sharif, Shuvro Roy, Mir Bahar Nurul Amin, .
Customer Contact Details	AMITAV KAISER EVP & HoMID <a href="mailto:amitav.kaiser@mutualtrustbank.com">amitav.kaiser@mutualtrustbank.com</a> Phone: 984 6966; 984 2429/Ext. 2310, Fax : 9844303
Description of the Project (less than 500 words)	<ul style="list-style-type: none"> <li>• Document Management System (OMS) for Centralization of Liability &amp; CAD Operations Centralized EDMS with physical document tracking System.</li> <li>• MTB Centralized Account Processing System (MACPS)</li> <li>• Barcode Printing Solution</li> <li>• Liability Centralization: Phase-2, ICR/OCR Module ABBYY Flexi Capture - Business distributed edition</li> <li>• a) Customization b) Integration with CBS. c) Deployment d) Training e) Testing and commissioning of the system f) Integration</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>• Document Management System (OMS) for Centralization of Liability &amp; CAD Operations Centralized EDMS with physical document tracking System.</li> <li>• MTB Centralized Account Processing System (MACPS)</li> <li>• Barcode Printing Solution</li> <li>• Liability Centralization: Phase-2, ICR/OCR Module ABBYY Flexi Capture - Business distributed edition</li> <li>• a) Customization b) Integration with CBS. c) Deployment d) Training e) Testing and commissioning of the system f) Integration</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	



**মিউচুয়াল ট্রাস্ট ব্যাংক লিমিটেড  
Mutual Trust Bank Ltd.**

*you can bank on us*

MTB/CHO/MID/WO- 111/2019

MTB Infrastructure Division

April 15, 2019

The Managing Director  
Devnet Limited  
BDBL Bhaban (Level 9, East)  
12 Kawran Bazar  
Dhaka-1215

Attn: Mr. Md. Arif Ur Rahman Chowdhury, General Manager.

Dear Sir:

**WORK ORDER FOR SUPPLY & INSTALLATION OF "DOCUMENT MANAGEMENT SYSTEM (DMS) FOR IMPLEMENTATION OF CENTRALIZED OPERATIONS OF A/C OPENING AND ARCHIVAL OF LOAN DOCUMENTS BY CAD FOR MTB**

Please accept best compliments from Mutual Trust Bank Limited (MTB).

01. We are pleased to inform you that the bank accepted your proposal Ref. No. nil dated March 04, 2019, you are requested to supply & installation of “ Document Management System (DMS) for implementation of centralized operations of A/C opening and archival of loan documents” as per the terms and conditions mentioned hereunder:

Sl. No.	Requirements	Qty.	Revised Price (Amount in BDT)
<b>License fee (onetime)</b>			
1.1	Document Management System (DMS) for Centralization of Liability & CAD Operations Centralized EDMS with physical document tracking System-One time Docudex EDMS V3.0 (user as per RFP) Origin: Devnet, Bangladesh	1	[REDACTED]
1.2	MTB Centralized Account Processing System (MACPS) Docudex flow Engine for automating the above mentioned process. (user as per RFP), Origin: Devnet, Bangladesh	1	[REDACTED]
1.3	Barcode Printing Solution Integrated with Docudex (Bartender BASIC for POSTEK)	1	[REDACTED]
1.4	Liability Centralization: Phase-2, ICR/OCR Module ABBYY Flexi Capture - Business distributed edition Standard Package 500K Page Per Year, 4 user centrally (option for additional user & pages available) Three unit of machine readable service form.	1	[REDACTED]
<b>Professional service Fee</b>			
2.1	Professional Service Fee- One Time Bidder must quote all professional services for necessary following events: a) Customization b) Integration with CBS. c) Deployment d) Training e) Testing and commissioning of the system. <b>COMPLIMENTARY:</b> One additional integration with any new/existing CBS will be complementary for MTB within warranty period & within AMC contract period.	1	[REDACTED]
<b>Licensing Sub Total (in words): Bangladesh</b> [REDACTED] [REDACTED]			

Corporate Head Office: MTB Centre, 26 Gulshan Avenue, Gulshan 1, Dhaka 1212  
Phone: 880 (2) 984 6966, 984 2429, Fax: 880 (2) 984 4303, SWIFT: MTBL BD DH E-mail: info@mutualtrustbank.com

[www.mutualtrustbank.com](http://www.mutualtrustbank.com)

Dy. Mgr. Jobi Wazed Odebar IT Director/Document Management System App



**মিউচুয়াল ট্রাস্ট ব্যাংক লিমিটেড**  
**Mutual Trust Bank Ltd.**

*you can bank on us*

**WORK ORDER FOR SUPPLY & INSTALLATION OF "DOCUMENT MANAGEMENT SYSTEM (DMS) FOR IMPLEMENTATION OF CENTRALIZED OPERATIONS OF A/C OPENING AND ARCHIVAL OF LOAN DOCUMENTS BY CAD FOR MTB**

Page 2 of Work order No. 111/2019 dated April 15, 2019

(Amount in BDT)

3. Recurring/Additional work		
3.1	Professional Service Fee- Recurring	No recurring professional services fee apply for the proposed solution
3.2	Annual Maintenance Support Fee (after warranty)	
3.3	Software (EDMS and Workflow module)	[REDACTED]
3.4	Software (ICR/OCR Module)	[REDACTED]

**02. Terms & Conditions:**

- a. Price includes VAT, Tax and any kind of charge thereof.
- b. Price includes delivery, installation and commissioning charges.
- c. Delivery and installation shall be done as per instruction of MTB ITS Division.
- d. Delivery shall be made at MTB ITS Division.
- e. Delivery shall be made within July 31, 2019.
- f. In case Bank does not receive the acknowledgement within 03 days from the date of work order, it will be treated that you have accepted the terms and conditions of the Work Order. Bank has the right to cancel the issue of Work Order/Purchase Order.
- g. **BDT 7,000.00** may be deducted from the bills for per day delay. Bank must be informed for any foreseeable delay due to uncontrolled situations prior to exceed the delivery lead time which may be considered by the bank if situations justify such delay. In this regard, the decision of Head of MID will be considered as final.
- h. In the event of supply of any item, which does not match with the required specification, quality or sample's quality or is of substandard quality, the bank reserves the right for outright rejection of the goods, and the supplier will have to take back those at their own cost and will replace with acceptable quality within the time frame as mutually agreed upon by the bank and the Supplier.
- i. In case of any technical or financial damage or any kind of damage thereof in regard to supplied goods/services/work or lives or properties either owned by the Bank or others during the time of delivery, installation or commissioning, complete compensation is to be borne by your company and to be settled within 30 days.
- j. Facilities shall be kept to integrate workflow module as complimentary. MTB will have the authority to initiate and create/customized necessary workflow without any involvement of Devnet.

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Corporate Head Office: MTB Centre, 26 Gulshan Avenue, Gulshan 1, Dhaka 1212  
 Phone: 880 (2) 984 6966, 984 2429, Fax: 880 (2) 984 4303, SWIFT: MTBL BD DH E-mail: info@mutualtrustbank.com

[www.mutualtrustbank.com](http://www.mutualtrustbank.com)

Digitized Work Order/IT Product/Documents Management System



মিউচুয়াল ট্রাস্ট ব্যাংক লিমিটেড  
**Mutual Trust Bank Ltd.**

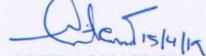
*you can bank on us*

WORK ORDER FOR SUPPLY & INSTALLATION OF "DOCUMENT MANAGEMENT SYSTEM (DMS) FOR IMPLEMENTATION OF CENTRALIZED OPERATIONS OF A/C OPENING AND ARCHIVAL OF LOAN DOCUMENTS BY CAD FOR MTB

Page 3 of Work order No. 111/2019 dated April 15, 2019

- k. Mode of Payment will be as
  - i. Advance : Nil.
  - ii. After successful delivery and installation of the product: 40%.
  - iii. After successful UAT: 30%.
  - iv. After successful training & go live: 30%.
  - v. Job Completion Certificate should be provided with the bill which will be taken from MTB ITS Division.
- l. 5% value of total work order value will retain as security deposit for 01 year.
- m. You have to provide necessary training to the MTB users to operate the software smoothly and to be capable to face the trouble shooting of the software.
- n. 24 hours uninterrupted service facilities to be ensured.
- o. Bank reserves the right to cancel the work order at any time without assigning any reason thereof.

Thank you.



Amitav Kaiser  
EVP & HoMID  
[amitav.kaiser@mutualtrustbank.com](mailto:amitav.kaiser@mutualtrustbank.com)

Phone: 984 6966; 984 2429/Ext. 2310  
Fax : 984 4303



MD. SHAH ALAM PATWARY  
SEVP & GCIO  
[patwary@mutualtrustbank.com](mailto:patwary@mutualtrustbank.com)

Phone: 984 6966; 984 2429/Ext. 2250  
Fax : 984 4303

Corporate Head Office: MTB Centre, 26 Gulshan Avenue, Gulshan 1, Dhaka 1212  
Phone: 880 (2) 984 6966, 984 2429, Fax: 880 (2) 984 4303, SWIFT: MTBL BD DH E-mail: [info@mutualtrustbank.com](mailto:info@mutualtrustbank.com)

[www.mutualtrustbank.com](http://www.mutualtrustbank.com)

**Bank Asia Limited (e-KYC & Digital on-boarding)**

Project Name	Apps based 'Self on Boarding eKYC Account Opening System' of Bank Asia Limited under Android, IOS and browser based platforms
Name of Client	Bank Asia Limited
Project location within Country	Dhaka
Participation	As a lead firm
Value of Services	SaaS model, Payment on per account opening
Source of Financing	Company's own fund
Start Date 04/2019	Completion Date Continuing
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader)  Involved and Functions Performed	Project Manager: Mohammad Syful Islam Noman Software Architect: Md. Moinul Islam, Other senior Staff: Md. Moniruzzaman Miah, Md. Reazul Islam Palash, Md. Nayem Abdullah, Mamun Mia, Forhadul Islam, Shams Shahriar Sharif, Shuvro Roy, Mir Bahar Nurul Amin.
Customer Contact Details	Mahbub A Alam, VP & Head of SOM, Bank Asia Limited Corporate Office: Rangs Tower, 68 Purana Paltan, Dhaka-1000, Bangladesh, Tel : +88 02 9515106, +88029515128, +88 02 47115881 , +88 02 47110247
Description of the Project (less than 500 words)	<p>Customers can apply to open their accounts from home using Mobile Apps &amp; browser-based applications system. Recently, Bangladesh Bank has introduced 2 pages account opening forms and short eKyc Account Opening System by validating NID from elections commission server. Considering the above through Devnet's solutions, Customer can apply to open an account quickly using Mobile Apps which has technology Robotic Process Automations (RPA) to verify NID from Election Commission servers. It has also Optical Character Recognition (OCR) &amp; Intelligent Character Recognition technologies to read NID &amp; Account Opening Form.</p> <ul style="list-style-type: none"> <li>• Customer is able open an account through Mobile Apps and browser-based system.</li> <li>• It will scan data from NID using OCR technologies.</li> <li>• IT will verify NID from Election Commission Server using RPA.</li> <li>• Through API integrations it will return Account Number from CBS to customer mobile Apps.</li> <li>• Customer will get account number instantly and operate the account.</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<p>a. SRS b. Customization c. Integration d. Deployment e. testing and commissioning of the System Deployment to facilitate the following:</p> <ul style="list-style-type: none"> <li>• Customer is able open an account through Mobile Apps and browser-based system.</li> <li>• It will scan data from NID using OCR technologies.</li> </ul>

	<ul style="list-style-type: none"> <li>• IT will verify NID from Election Commission Server using RPA.</li> <li>• Through API integrations it will return Account Number from CBS to customer mobile Apps.</li> <li>• Customer will get account number instantly and operate the account.</li> </ul>
Firm's Name:	Devnet Limited
Authorized Signature:	

# Bank Asia

LIMITED  
SOFTWARE OPERATIONS DEPARTMENT  
ICT DIVISION

ORIGINAL

BA/CO/ICT-Devnet/WorkOrder/SOM/2020/01

October 11, 2020

**Managing Director**  
**Devnet Limited**  
 BDBL Bhaban (Level 9, East)  
 12 Karwan Bazar  
 Dhaka 1215, Bangladesh  
 Phone: +8802 8189339, +8802 8189349

**Sub: Work order issuance favoring "Devnet Limited" for Apps based 'Self on Boarding eKYC Account Opening System' of Bank Asia Limited under Android, IOS and browser based platforms.**

Customers can apply to open their accounts from home using Mobile Apps & browser based applications system. Recently, Bangladesh Bank has introduced 2 pages account opening forms and short eKyc Account Opening System by validating NID from elections commission server.

Considering the above through Devnet's solutions, Customer can apply to open an account quickly using Mobile Apps which has technology Robotic Process Automations (RPA) to verify NID from Election Commission servers. It has also Optical Character Recognition (OCR) & Intelligent Character Recognition technologies to read NID & Account Opening Form.

Devnet has demonstrated their solutions 'Self on Boarding eKYC Account Opening System' at bank Asia which features are as follows:

1. Customer is able open an account through Mobile Apps and browser based system.
2. It will scan data from NID using OCR technologies.
3. IT will verify NID from Election Commission Server using RPA.
4. Through API integrations it will return Account Number from CBS to customer mobile Apps.
5. Customer will get account number instantly and operate the account.

Upon our satisfactory UAT, we would like to offer you to deploy your system at our Data Center. The following financial proposal has been accepted by the management:

Offered Devnet Services	Total Tk.	Remarks
Account Opening fee	@ Tk [REDACTED] /account	
Professional Service Fee for Implementation a. SRS b. Customization c. Integration d. Deployment e. testing and commissioning of the System Deployment	Tk.3,00,000.00	Fixed for the Platform
Advance Payment	Tk [REDACTED]	Adjustable with monthly account opening fee.

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Work order issuance favoring "Devnet Limited" for Apps based 'Self on Boarding eKYC Account Opening System' of Bank Asia Limited under Android & IOS platforms

Page 1 of 3

**Corporate Office :** Rangs Tower, 68 Purana Paltan, Dhaka-1000, Bangladesh

Tel : +88 02 9515106, +88 02 9515128, +88 02 47115881, +88 02 47110247

e-mail : bankasia@bankasia-bd.com, Web : www.bankasia-bd.com

# **Bank Asia**

**LIMITED**  
 SOFTWARE OPERATIONS DEPARTMENT  
 ICT DIVISION

**General Terms:**

1. Devnet will supply all necessary software and install the system at Bank Asia Data Center, 68 Purana Paltan, Dhaka.
2. Devnet will ensure necessary integration with CBS in future for any version upgrade in CBS without any cost.
3. Devnet shall not, without the Bank's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the Bank in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract.
4. Devnet has to submit necessary installations documents, User Manuals including configuration files before deployment.
5. Both party have a Service Level Agreement ( SLA)
6. Either party reserves the right to cancel this work order from three (3) months' prior notice. Any alteration of the work at any point of time will be discussed by both parties and upon mutual understanding may be agreed upon.

**Support and Maintenance:**

- 1) During the maintenance support period, DEVNET must guarantee 24x7 operation of the supplied, installed, and commissioned systems through regular maintenance, update, or replacement, if necessary.
- 2) DEVNET is responsible to complete full life cycles of product development before deployment for their supplied products

**Design & Documentation:**

- 1) DEVNET should provide low level and high-level design with details documents of the products implementation in compliance with the existing hardware infrastructure of the Bank.
- 2) To meet audit the compliance, DEVNET has to provide necessary support service and documents.

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Work order issuance favoring "Devnet Limited" for Apps based 'Self on Boarding eKYC\_Account Opening System' of  
 Bank Asia Limited under Android & IOS platforms  
**Corporate Office :** Rangs Tower, 68 Purana Paltan, Dhaka-1000, Bangladesh  
 Tel : +88 02 9515106, +88 02 9515128, +88 02 47115881, +88 02 47110247  
 e-mail : bankasia@bankasia-bd.com, Web : www.bankasia-bd.com

Page 2 of 3

# Bank Asia

LIMITED  
SOFTWARE OPERATIONS DEPARTMENT  
ICT DIVISION

- 3) After completion of UAT, DEVNET must be carried out a post implementation review for identification of any loop holes in the systems.

**Warranty:**

- 1) DEVNET has to furnish 01 (One) year local support and services and will be renewed automatically for the upcoming year unless otherwise notice by either party.
- 2) DEVNET shall be responsible to the entire systems or the parts thereof, as the case may be, in case of major fault. In case of any fault, DEVNET shall provide us with a standby support to keep the system in operation without any disruption.

**Payment Terms:**

- 1) The Bank will pay "Advance Payment" and "Professional Service Fee for Implementation" (as mentioned in the financial proposal) at the time of issuance of the Work Order.
- 2) Monthly payments will be made within 7 working days after submission of every monthly invoice after necessary Supply, Installation, Commission and UAT of the system and satisfactory performance.
- 3) VAT and Taxes etc shall be deducted from the bill as per approved rate of the National Board of Revenue, Govt. Bangladesh. If the supplier is tax exempted it shall provide supporting documents along with the invoices.

If the above terms and conditions are acceptable to you, please send us the duplicate copy of this letter under your signature with the word "Accepted with all the terms and conditions". If we don't receive any sort of communication from your end within 7 working days from date of work order, we presume that you have accepted all terms & conditions.

Yours sincerely,



Mahbub A Alam  
VP & Head of SOM

Work order issuance favoring "Devnet Limited" for Apps based 'Self on Boarding eKYC\_Account Opening System' of  
Bank Asia Limited under Android & IOS platforms  
**Corporate Office :** Rangs Tower, 68 Purana Paltan, Dhaka-1000, Bangladesh  
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e-mail : bankasia@bankasia-bd.com, Web : www.bankasia-bd.com

Page 3 of 3

# Bank Asia

LIMITED

Ref. BA/CO/ICTD/423

Date: 18/10/2022

## COMPLETION CERTIFICATE

<b>01</b>	Client Details :Bank Asia Limited	
(a) Division :	:	Dhaka
(b) Circle/Directorate	:	Bank Asia Limited Head Office
(c) Zone/Region	:	Dhaka
(d) Others ( <i>specify</i> )	:	N/A
<b>02</b>	Name of Assignment	: Web Based Application and Mobile Application For eKYC Account Opening System
<b>03</b>	Contract No	: BA/CO/ICT/-Devnet/WorkOrder/SOM/2020/01
<b>04</b>	Consultant's Legal Title	: Devnet Limited
<b>05</b>	Consultant's Contact Details	: BDBL Bhaban (9 <sup>th</sup> Floor, East), 12 Karwan Bazar, Dhaka-1215. Phone : +8802-8189349-50
<b>06</b>	Consultant's Registration Details	: C-40841(200)/2000
<b>07</b>	Reference to LOI to sign Contract with Date	: BA/CO/ICT/-Devnet/WorkOrder/SOM/2020/01 Dated:11.10.2020
<b>08</b>	Original Contract Price	: SaaS Model (4.00 Taka Per Account)
<b>09</b>	Final Contract Price as Performed	: SaaS Model (4.00 Taka Per Account)
<b>10</b>	Original Contract Period	:
	(a) Date of Commencement	: 11.10.2020
	(b) Date of Completion	: 10.01.2021
<b>11</b>	Actual Implementation Period	:
	(a) Date of Actual Commencement	: 11.10.2020
	(b) Date of Actual Completion	: 10.01.2021
<b>12</b>	Days/Months Contract Period Extended	: N/A
<b>13</b>	Special Note ( <i>if any</i> )	: N/A

Certified that the Services under the Contract has been performed and completed in all respects in strict compliance with the "**Description of Services**" including all modifications thereof as per satisfaction of the Client.

Mn A A  
 Mahbub A Alam 18/10/2022  
 VP & Chief Digital Officer  
 ICT Division, Rangs Tower, 68 Purana Paltan, Dhaka-1000, Bangladesh

**Corporate Office :** Bank Asia Tower, 32 & 34 Kazi Nazrul Islam Avenue, Kawran Bazar, Dhaka-1215, Bangladesh  
 Tel : +88 09617001100 (IP), Fax : +88 55013976; e-mail : bankasia@bankasia-bd.com, Web : www.bankasia-bd.com

**Southeast Bank Limited**

Project Name	Supply. Installation, Testing and Commissioning of Electronic Document Management System (EDMS), Workflow Module. ADC Module OCR/OCR software) and Hardware (Document Scanner) along with related Support Service
Name of Client	Southeast Bank Limited
Project location within Country	Eunoos Trade Centre 52-53, Dilkusha CIA, (Level # 2,3,4,6 & 16) Dhaka-1000, Bangladesh
Participation	As a lead firm
Value of Services	28,72,000/-
Source of Financing	Company's own fund
Start Date 08/2017	Completion Date 12/2018
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Manager: Nasit Istiaq Ahmed, Team Leader: Md. Reazul Islam Polash, Other senior Staff: Md. Moniruzzaman Miah, Md. Syful Islam Noman, Md. Nayem Abdullah, Mamun Mia, Forhadul Islam, Shams Shahriar Sharif, Shuvro Roy, Mir Bahar Nurul Amin, .
Customer Contact Details	Md. Abdus Sabur Khan Senior Vice President & Head of Cards Southeast Bank Limited Eunoos Trade Centre 52-53, Dilkusha CIA, (Level # 2,3,4,6 & 16) Dhaka-1000, Bangladesh
Description of the Project (less than 500 words)	<ul style="list-style-type: none"> <li>• Document Management System.</li> <li>• Workflow Application</li> <li>• ICR/OCR Module ABBYY Flexi Capture - Business distributed edition</li> <li>• a) Customization b) Integration with CBS. c) Deployment d) Training e) Testing and commissioning of the system f) Integration</li> <li>• Scanning of existing Credit Card files</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>• Document Management System (OMS) for Card division with physical document tracking System.</li> <li>• ICR/OCR Module ABBYY Flexi Capture - Business distributed edition</li> <li>• a) Customization b) Integration with CBS. c) Deployment d) Training e) Testing and commissioning of the system f) Integration</li> <li>• Scanning of existing Credit Card files</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	



**Head Office :**  
Eunoos Trade Centre  
52-53, Dilkusha C/A, (Level # 2,3,4,6 & 16)  
Dhaka-1000, Bangladesh  
PABX : 9571115, 9576415, 9555466, 7115037, 7115721  
Fax : 880-2-9550093 (ID), 9550094 (HRD), 9571053 (FCAD)  
SWIFT : SEBDBDDH  
Website : www.southeastbank.com.bd

SEBL/CARD/2017/1840

Date: 31/08/2017

**Work Order**

Mr. Syed Abu Md. Jafor  
Managing Director  
M/S Devnet Limited  
BDBL Bhaban (9<sup>th</sup> Floor)  
12, Kazi Nazrul Islam Avenue.  
Dhaka-1215.

**Sub: Work Order for Supply, Installation, Testing and Commissioning of Electronic Document Management System (EDMS), Workflow Module, ADC Module (ICR/OCR software) and Hardware (Document Scanner) along with related Support Service.**

Dear Sir,

With reference to your revised Technical and Financial proposal dated on 17<sup>th</sup> August 2017 regarding the captioned subject, we are pleased to inform you that bank has selected your company M/S Devnet Limited for Supply, installation, testing and commissioning of Electronic Document Management System (EDMS), Workflow Module, ADC Module (ICR/OCR software) and related Hardware (Document Scanner) at locations provided by the bank along with related Support Service. The task shall be completed as per the implementation schedule of the Procurement Agreement (PA).

Therefore, we request you to deliver and implement the proposed Electronic Document Management System (EDMS), Workflow Module, ADC Module (ICR/OCR software) and related Hardware (Document Scanner) under the Terms and Conditions set forth in the attached Procurement Agreement (PA).



Lt Cdr Wares-Ul-Matin (Retd)  
Vice President  
Head of LGSD



Md. Abdus Sabur Khan  
Senior Vice President &  
Head of Cards



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Annexure-1

**Electronic Document Management System (EDMS), Workflow Module, ADC Module (ICR/OCR software) and related Hardware along with Annual Maintenance Cost (AMC)**

SN	Description	Amount
1.	<b>License Fee (one time)</b>	
	Centralized EDMS Docudex EDMS V3.0	[REDACTED]
	<b>Workflow Module</b> Docudex Workflow V2.0	[REDACTED]
	<b>ADC Module</b> ABBYY FlexiCapture –Business Distributed Edition Standard Package 500K PPY, 4 users Centrally	[REDACTED]
	<b>Sub Total</b>	[REDACTED]
	Special Discount	[REDACTED]
	<b>Total Licensing</b>	[REDACTED]
2.	<b>Consulting &amp; Design</b>	
	Form & Template design (per page)	[REDACTED] 0
	Document classification and categorization	[REDACTED]
3.	<b>Document Scanner</b> Avision AV176U (2 unit) (per unit price 40,000.00)	[REDACTED]
4.	<b>Professional Service Fee</b>  Professional Service Fee- One Time Bidder must quote all professional services for necessary events: i) Customization. ii) Integration. iii) Deployment. iv) Testing & commissioning of the system. v) Training of all personnel of Credit Card Division.	[REDACTED]
	<b>Total (in words):</b> [REDACTED] (inclusive VAT and AIT)	[REDACTED]
5.	Scanning and archiving for Backlog Documents (per page)	[REDACTED]
6.	<b>Annual Maintenance Cost (AMC) applicable from the 2<sup>nd</sup> year and onwards</b>	
	Software (EDMS and Workflow module)	[REDACTED]
	Software (ADC Module)	[REDACTED]



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SWIFT : SEBDBDDH  
Website : www.southeastbank.com.bd

#### Terms and Conditions

##### Payment Terms

The payment will be made at a time or monthly basis or according to the below table:

SL No	Payment	Milestone / Event
1	30 %	Work order value will be paid after signing agreement.
2	30 %	Work order value will be paid after successful installation, commissioning and completion of 50% document scanning of Card Division.
3	30 %	Work order value will be paid after successful installation, commissioning and completion of 100% document scanning of all related documents of SEBL Card Division.
4	10 %	Payment will be made after expiry of warranty period. Performance bond will be released at this point

- i. All Government Taxes and VAT etc. will be deducted from total bill as per Government rule.
- ii. Payment will be made in Bangladeshi Taka only.

##### Bank Guarantee

You will submit a performance bond in the shape of Bank guarantee in favor of Southeast Bank Ltd equivalent to 5% of the software value with 01 year validity. Without BG the solution would be considered as unresponsive, incomplete and shall be out rightly rejected.

##### Delivery, Installation and Commissioning

DELIVERABLES means Electronic Document Management System (EDMS), Workflow Module, ADC Module (ICR/OCR software) and related Hardware to be used by the Southeast Bank Ltd. at authorized sites i.e. Locations selected by the Bank.

- i. The DELIVERABLES shall be supplied strictly in accordance with the functionalities set out in PA.
- ii. The VENDOR shall supply the model specified in its proposal to the bank.
- iii. All goods and services shall be supplied within 06 (six) months after receiving this Work Order.
- iv. Delivery, installation testing and commissioning of the above mentioned products to be completed at Card Division, 52-53 Dilkusha C/A, Dhaka -1000 in the first Phase. The vendor shall be obliged to supply and install the DELIVERABLES and provide all necessary services at these sites at no additional cost.
- v. If at any stage after implementation of the DELIVERABLES it is found that the offered DELIVERABLES are not able to provide desired level of performance in respect of banks requirements specified in the PA the VENDOR shall be responsible to replace/upgrade the



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Website : [www.southeastbank.com.bd](http://www.southeastbank.com.bd)

DELIVERABLES without any additional cost to the bank so as to satisfy the banks desired level of performance.

- vi. The VENDOR shall provide reports on the progress of the delivery of the DELIVERABLES in such form as may be required by the bank. If at any time during the delivery, the VENDOR is unable to deliver the DELIVERABLES within the time frame specified in the agreement, the VENDOR shall immediately give notice of the delay in writing to the bank with an explanation of the cause.
- vii. The ownership of the DELIVERABLES will automatically be transferred to the bank upon receipt of the DELIVERABLES.
- viii. Personnel from or Certified by Original Equipment Manufacturer (OEM) will be responsible for Installation, testing and commissioning of the ordered equipment.
- ix. Vendor will provide necessary Cables for equipment according to the requirements specified by the IT Division of SEBL.
- x. Defective works / items will be rejected and for such cases both inward and / outward charge will be borne by the supplier; rejected item must be replaced by the supplier within the time specified by the purchaser.
- xi. Vendor will supply proper UAT document, User Manual and Operating procedure as per directive of Bangladesh Bank.

#### Suspension of work

The Bank reserves the right to suspend and reinstate execution of the whole or any part of the work without invalidating the provisions of the contract. The bank will issue orders for suspension or reinstatement of the work to you in writing. In case of necessity, the term for completion of the works may be extended suitably to account for duration of the suspension.

#### Order Cancellation

Southeast Bank Limited reserves the right to cancel the order, entirely or partially, in the event of one or more of the following situations:

- i. Delay in delivery beyond the specified period for delivery;
- ii. Delay in installation beyond specified date of installation; and

In addition to the cancellation of purchase order, bank reserves the right to appropriate the damages as well as recovery of payment already made to the vendor from the Bank Guarantee Deposit (BGD) submitted by the vendor. If the amount of BG is found insufficient to cover the damage caused, the Bank shall have the right to take other action to cover the damage in such case the Bank shall raise a demand notice to the vendor for recovery of such short payment and the vendor shall be liable to release demanded payment within one week from the date of receipt of such notice or 15 days from the issue of notice, whichever is earlier.



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SWIFT : SEBDBDDH  
Website : www.southeastbank.com.bd

#### **Warranty**

- i. Warranty period is minimum 1 (one) years from the date of acceptance of the solution by the Bank. The Bank intends to enter into an Annual Maintenance Contract after the expiry of one year warranty.
- ii. All the products have to be delivered to the Bank in original packages. Warranty shall cover 24x7x365 support.
- iii. The Vendor must agree to provide AMC for at least 3 (three) years respectively after the warranty period is over. The AMC fees for those 3 (three) years shall remain the same.
- iv. All the terms and conditions mentioned in the schedule shall remain in force for the warranty as well as the AMC period. Warranty period will start after successful installation, configuration, implementation, testing and commissioning of the items. The AMC period will start after the end of the warranty period.
- v. 15% AMC from 2<sup>nd</sup> Year of the quoted EDMS and Workflow module value and 20% AMC from 2<sup>nd</sup> Year of the quoted ADC Module value.
- vi. Vendor shall ensure that all the equipment supplied against the order shall be supported by the OEM for at least three years from the date of award of contract. A certificate in this regard is to be submitted from the respective OEMs. This does not however absolve the bidder from its obligations of supporting the hardware during warranty period.

#### **Training**

Number of personnel assigned from the bank will be provided hands on training.

#### **Language**

All supporting documentation must be in English.

#### **Confidentiality**

Both the parties will maintain the confidentiality of this work order (including its existing or the fact that the parties are in negotiation) and any other information to the other party or its representatives or affiliates. It is understand that all press releases or other public communications of any sort relating to this work order or the transactions contemplated between us shall be subjected to written approval of each of the parties.

#### **Proposal Acceptance**

If the terms and conditions are acceptable to you please convey your acceptance signing the copy of this letter sent herewith and return the same within Three days from the date of this work order. Any delay will void the offer.



www.southeastbank.com.bd

**bkash Limited**

Project Name	KYC Management Solution
Name of Client	bkash Limited
Project location within Country	Dhaka, Bangladesh
Participation	As a lead firm
Value of Services	6,796,680.00
Source of Financing	Company's own fund
Start Date (04/10/15)	Completion Date 31/12/2016
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Syed Abu Md. Jafor, Project Manager: Nasit Istiaq Ahmed, Team Leader: Habib Ullah Bhuiyan, Other senior Staff: Md. Moniruzzaman Miah, Md. Reazul Islam Palash, Md. Nayem Abdullah, Mamun Mia, Forhadul Islam, Shams Shahriar Sharif, Shuvro Roy, Mir Bahar Nurul Amin, .
Customer Contact Details	S.M Saklainul Haque Rummon Manager, Supply Chain & Procurement, bKash Limited Cell: +8801712116572 Email: <a href="mailto:saklainul.rummon@bkash.com">saklainul.rummon@bkash.com</a>
Description of the Project (less than 500 words)	Develop KYC Management Solution Software for: <ul style="list-style-type: none"> <li>• End to end KYC tracking &amp; management</li> <li>• KYC and other related documents (e.g. Photo ID, Picture) tracking &amp; preservation</li> <li>• Image processing</li> <li>• Data entry</li> <li>• Archiving</li> <li>• Quality Management</li> <li>• Performance Reporting</li> <li>• Role based operation &amp; authentication</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	Develop KYC Management Solution Software for: <ul style="list-style-type: none"> <li>• End to end KYC tracking &amp; management</li> <li>• KYC and other related documents (e.g. Photo ID, Picture) tracking &amp; preservation</li> <li>• Image processing</li> <li>• Data entry</li> <li>• Archiving</li> <li>• Quality Management</li> <li>• Performance Reporting</li> <li>• Role based operation &amp; authentication</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	



## Purchase/Work Order

**bKash Limited**

Registered Address: 1 Gulshan Avenue  
Gulshan-1, Dhaka-1212  
Tel : 9860560  
bKash VAT Registration number: 18131060180  
Office Address : 6, Gulshan Avenue, 4th floor, Block-SW (H), Gulshan 1, Dhaka-1212.

a  BRAC BANK company

Date : 02/09/2015

PR No : Technology/0112/03/2015

**Vendor Name : Devnet Limited**

Address : BDBL Bhaban, level 9, 12, Kawran Bazar, Dhaka-1215; BDBL Bhaban, level 9, 12, Kawran Bazar, Dhaka-1215  
Telephone No : +88028189349-50  
Contact Name : Syed Abu Md. Jafor  
Contact No :  
Attention : Sayed Abu Md. Jafor

Delivery Date : 01/12/2015

Delivery Place : 6, Gulshan Avenue, 4th floor, Block- SW (H), Gulshan 1, Dhaka-1212.

Bill to Location : 6, Gulshan Avenue, 4th floor, Block- SW (H), Gulshan 1, Dhaka-1212.

SL	Item	Item Specification	Unit of Measurement	Qty	Unit Price	Total Price
1	KYC Management Solution	Attachment: Scope_KYC Management Solution.pdf	Nos	1	6,796,680.00	6,796,680.00
					VAT	0.00
					Discount	0.00
					Total Amount	6,796,680.00

Amount In Word : Six Million Seven Hundred Ninety-Six Thousand Six Hundred Eighty Only

First Party : Devnet Limited

Second Party : bKash Limited

Terms and Conditions:
**THIS WORK ORDER IS ISSUED UNDER THE FOLLOWING TERMS & CONDITIONS:**
**1. Delivery & Acceptability**

1.1 The goods and/or services more fully detailed in the above table are to be delivered at such place(s) as instructed by bKash in writing from time to time.

1.2 All goods and/or services supplied by the vendor shall have to be of acceptable quality as per bKash standards and strictly in conformity with the sample/specification/service requirement/design, etc. approved by bKash.

**2. Terms of Payment:**

Product one-time cost (OTC) including 1 Year AMC Total BDT 3,799,620.00 (Including 4.5% VAT & AIT as per Govt. rules).

2nd Year to 5th Year AMC Total BDT 2,997,060 (Including 4.5% VAT & AIT as per Govt. rules).

Total project value is BDT 6,796,680.00 (KYC Solution Product with 1 Year AMC & 4 years (2nd to 5th year) AMC (Including 4.5% VAT & AIT as per Govt. rules).

Mode of Payment: Product one-time cost (OTC) including 1 Year AMC:

- a) 50% upon successfully delivered 40% after completion of UAT & 10% after go live.
- b) 40% payment of the agreed price shall be made after successful UAT.
- c) 10% Payment of the agreed price shall be made after 30 days of Go Live.

For AMC:

- a) AMC payment shall be paid annually on a post-paid basis after each year completion.
- b) All the payment of AMC by bKash shall be made in BDT as agreed between the parties.

**3. Cancellation/ Rejection**


bKash Limited  
6 Gulshan Avenue, Block SW (H), Gulshan 1, Dhaka-1212, Bangladesh  
Tel: +88 02 9860560, Fax: +88 02 9894916, Web: bkash.com



Purchase Order No : bKash /Purchase Order/Technology/0823/09/2015

a  BRAC BANK company

3.1 bKash reserves the right to cancel this Work Order at its own discretion without giving any prior notice to the vendor and without giving any compensation for such cancellation, if the vendor fails to return the acknowledgement through the signed and sealed duplicate copy within 2 (two) working days of receipt of this Work Order.

3.2 bKash always reserves the right to cancel this Work Order at its own discretion without giving any prior notice to the vendor and without giving any compensation for such cancellation, should it come to the attention of bKash that, the vendor is or is reasonably likely to be involved in criminal activities, illegal business practices, corruption and/or other unethical behavior.

3.3 Furthermore, for any sort of sub-standard quality of the goods and/or services delivered by the vendor, or for any deviation from the agreed specifications/standards by the vendor, bKash reserves the right of outright rejection of such goods and/or services, and the vendor shall be liable to take back such goods and/or services at its own cost and endeavor and shall immediately replace the same with an acceptable quality of the same.

3.4 A separate PO will be issued soon in your favour and/or a Deed of Agreement will be executed between you and bKash Ltd. in this regard to confirm the contract.

#### 4. Compensation

4.1 Delivery Lead time shall be 12 weeks from the date of PO and LD shall be applicable as per below schedule

- a) For 0 to 2 weeks of delay: 1% of the contract value per week
- b) For 3 to 4 weeks of delay: 3% of the contract value per week
- c) For 5th weeks and more delay: 5% of the contract value per week"

4.2 Notwithstanding anything contrary to the provision of this term in any other terms and/or conditions of this Work Order, at all times bKash reserves the right to claim and realize compensation from the vendor for any deviation, breach or non-compliance of any of the terms and/or conditions of this Work Order and the nature and/or amount (whichever is applicable) of such compensation shall be equitably determined by bKash at its sole discretion.

#### 5. Change/ Modification

bKash reserves the right to change or modify the quantity or specification of the products and/or services as detailed hereinabove as per the requirement of bKash.

#### 6. Confidentiality

The vendor shall maintain strict confidentiality of any data, information, idea, concept, strategy, drawing, specification, techniques, project plan, execution plan, etc. (hereinafter referred to as "Confidential Information") received from bKash and shall not disclose such Confidential Information to any third party without the prior written approval of bKash. The employees, staffs and officers of the vendor shall maintain the same level of confidentiality in respect of such Confidential Information.

#### 7. Intellectual Property Rights

Nothing in this Purchase Order/Work Order shall be deemed to confer any assignment or license of the Intellectual Property Rights of bKash to the vendor and all the Intellectual Property Rights of bKash shall remain the property of bKash. For the purpose of this Purchase Order/Work Order, "Intellectual Property Rights" shall mean all intellectual property and/or rights owned by bKash including trademarks, patents, designs, logos, brand names, brand names associated with the name or brand name of bKash, service marks, trade names, symbols, emblems, insignia, fascia, slogans, copyrights, know-how, information, drawings, plans and other identifying marks, applications and rights to apply for any of the foregoing, whether or not registered or capable of registration, and all pending applications thereof in any part of the world, and all other proprietary rights whatsoever owned by or available to bKash, adopted or designated now, or at any time hereafter, by bKash for use in relation with bKash's business.

#### 8. Indemnity

Each party agrees to indemnify, defend and hold the other party harmless and keep it indemnified from and against all losses, damages, penalties, costs, expenses and charges imposed on the other party as a result of any claims, demands or legal proceedings by a third party as a consequence of any act(s), omission(s), non-compliance or breach by the defaulting party, its officers or employees of directives, rules, regulations, instructions, or orders of any statutory, regulatory or municipal authority or any other



bKash Limited  
6 Gulshan Avenue, Block SW (H), Gulshan, Dhaka-1205, Bangladesh  
Tel: +88 02 9860560, Fax: +88 02 9894916, Web: bkash.com



Purchase Order No : bKash /Purchase Order/Technology/0823/09/2015

applicable laws or third-party agreements in the conduct of activities pursuant to this Work Order. Furthermore, the vendor shall indemnify bKash and keep bKash fully and effectively indemnified against all losses, damages, penalties, costs, expenses and charges incurred by bKash as a consequence of any claims, demands or legal proceedings by a third party arising directly out of or in connection with the service provided or lack thereof by the vendor pursuant to this Work Order.

#### 9. Force Majeure

If either party fails to perform its obligations or delays performance under this Purchase Order/Work Order due to any unforeseen events or causes beyond its reasonable control, then that party shall not be held responsible for any loss or damage which may be incurred by the other party as a result of such failure or delay. However, the party invoking the provision of this clause shall within 7 (seven) days of such invocation notify the other party of such invocation.

#### 10. Relationship

Nothing contained herein in this Purchase Order/Work Order shall be deemed to create any partnership, agency, joint venture or employer-employee relationship between the parties.

#### 11. Governing Law & Jurisdiction

The construction, interpretation, validity and performance of this Purchase Order/Work Order shall be governed in all respects by the governing laws of Bangladesh for the time being in force and shall be subject to the jurisdiction of the appropriate courts of Bangladesh.

#### 12. Warranties and Representations

12.1 Both parties warrant that they have all requisite corporate power and authority to execute, deliver and perform their obligations under this Purchase Order/Work Order and have been fully authorized by all requisite corporate actions to do so.

12.2 Both parties warrant and declare that their respective authorized signatories/representatives who are representing and issuing/executing/accepting this Purchase Order/Work Order has/have all requisite power and authority to represent the respective party in this Purchase Order/Work Order and act as envisaged.

12.3 The vendor agrees that it shall be solely responsible for obtaining any kind of permission/approval/intimation/NOC (no objection certificate) from the relevant government authorities and/or obtaining environment certificate, following relevant child, labor and/or environment protection laws, collecting factory inspection certificate, or any other permission, if any, as per the laws of the land for the operation of its business and more particularly, for performing its obligations under this Work Order and bKash shall have no responsibility whatsoever in this regard.

12.4 The vendor further agrees that where this Work Order is received through a representative of the vendor from bKash, such representative shall duly sign and seal this Work Order and shall provide an authorization letter of the vendor in support of the said representative's signatory authority.

#### 13 Dispute Resolutions

If any dispute or claim arises out of or in connection with this Purchase Order, including breach, interpretation, termination or invalidity hereof, the parties shall try to resolve the issue amicably by mutual understanding. If there is no resolution within a period of 15 (fifteen) days, the issue shall be finally resolved by arbitration in accordance with the Arbitration Act, 2001 prevailing in Bangladesh. For the purpose of such arbitration, there shall be 1 (One) arbitrator, jointly appointed by the parties within 15 (fifteen) days of the arbitration notice, failing which, within the next 15 (fifteen) days, each of the parties shall appoint 1 (One) arbitrator each and the 2 (Two) arbitrators so appointed shall then, jointly appoint a third (3rd) arbitrator, who shall serve as the presiding arbitrator. All arbitration proceedings shall be conducted in the English language and the place of arbitration shall be Dhaka, Bangladesh. The decision of the Tribunal shall be regarded as final and binding on both the parties to this Purchase Order. Each party shall bear its own costs, charges and fees of such arbitration.

#### 14. Entire Purchase Order/Work Order

In the absence of any further formal deed of agreement, the terms and conditions of this Purchase Order/Work Order constitute the entire agreement between bKash and the vendor with respect to the subject matter and these terms and conditions supersede all prior agreements, whether written or oral, with respect to such subject matter.



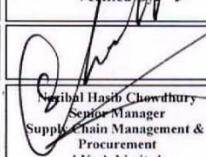
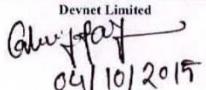
bKash Limited  
6 Gulshan Avenue, Block SW (H), Gulshan 1012, Bangladesh  
Tel: +88 02 9860560, Fax: +88 02 9894916, Web: bkash.com



Purchase Order No : bKash /Purchase Order/Technology/0823/09/2015

a  BRAC BANK company

The vendor fully understands and agrees to the above terms and conditions and thereby undertakes to return a duplicate copy of this Work Order which is duly signed and sealed (original signature and seal) by the authorized representative of the vendor as an acknowledgement of receipt of this Work Order.

Issued By:	Verified By:	Authorized Signatory: (On behalf of bKash Limited)	Accepted By:(Vendor/Vendors Representative)
			
Faisal Bin Raihan Supply Chain Management & Procurement bKash Limited	Md. Nazrul Hasan Chowdhury Senior Manager Supply Chain Management & Procurement bKash Limited	Mohammad Imtiazul Alam Head of Supply Chain and Procurement Supply Chain and Procurement bKash Limited	 04/10/2015

**bKash Limited**  
6 Gulshan Avenue, Block SW (H), Gulshan 12, Bangladesh  
Page 4 of 4  
Tel: +88 02 9860560, Fax: +88 02 9894916, Web: bkash.com

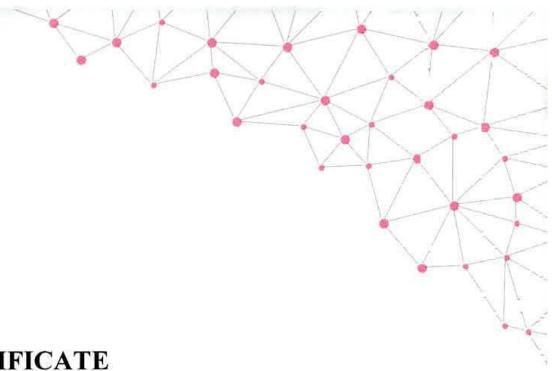
**BRAC IT SERVICES LIMITED**

Project Name	Supply, Installation, Testing and Implementation of Electronic Document Management Software (EDMS), Scanning, Data Entry and Archiving of HR documents.
Name of Client	BRAC IT SERVICES LIMITED
Project location within Country	Dhaka, Bangladesh
Participation	As a lead firm
Value of Services	31,50,120/-.
Source of Financing	Company's own fund
Start Date (06/01/19)	Completion Date 05/06/2019
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader)  Involved and Functions Performed	Project Manager: Md. Reazul Islam Palash, Team Leader: Habib Ullah Bhuiyan, Other senior Staff: Md. Moniruzzaman Miah, Md. Syful Islam Noman, Md. Nayem Abdullah, Mamun Mia, Forhadul Islam, Shams Shahriar Sharif, Shuvro Roy, Mir Bahar Nurul Amin, .
Customer Contact Details	MD. Atiun Amin Chief Operating Officer BRAC IT SERVICES LIMITED
Description of the Project (less than 500 words)	<ul style="list-style-type: none"> <li>• Development, Supply, Installation, Testing and Implementation of Electronic Document Management Software (EDMS)</li> <li>• Scanning, Data Entry and Archiving of HR files (918540 pages)</li> <li>• Supply of document scanner (2 units of Kodak i 1150) for capacity building</li> <li>• Training: technical, user and admin level</li> <li>• Warranty for 1 year</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>• Development, Supply, Installation, Testing and Implementation of Electronic Document Management Software (EDMS)</li> <li>• Scanning, Data Entry and Archiving of HR files (918540 pages)</li> <li>• Supply of document scanner (2 units of Kodak i 1150) for capacity building</li> <li>• Training: technical, user and admin level</li> <li>• Warranty for 1 year</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	



7 June 2019

Ref. no. biTS/BD/2019/151



### COMPLETION CERTIFICATE

1.	Client Details: <b>BRAC IT SERVICES LIMITED (biTS)</b>	
(a)	Division:	: Dhaka
(b)	Circle/Directorate	: N/A
(c)	Zone/Region	: Dhaka
(d)	Others ( <i>specify</i> )	: N/A
2.	Name of Assignment	: Supply, Intallation, Testing and Implementation of Electronic Document Management Software (EDMS), Scanning, Data Entry and Archiving of HR documents.
3.	Contract no.	: biTS/BD/2019/142
4.	Consultant's Legal Title	: Devnet Limited
5.	Consultant's Contact Details	: BDBL Bhaban (9th Floor, East), 12 Karwan Bazar, Dhaka 1215. Phone: +8802-8189349-50
6.	Consultant's Registration Details	: C-40841(200)/2000
7.	Reference to LOI to sign Contract with Date	: biTS/BD/2019/142, Date: 06/Jan/2019
8.	Original Contract Price	: 31,50,120
9.	Final Contract Price as Performed	: 31,50,120
10.	Original Contract Period	:
	(a) Date of Commencement	: 06/Jan/2019
	(b) Date of Completion	: 05/Jun/2019
11.	Actual Implementation Period	:
	(a) Date of Actual Commencement	: 06/Jan/2019
	(b) Date of Actual Completion	: 05/Jun/2019
12.	Days/Months Contract Period Extended	: 06/Jan/2019 to 05/Jun/2019
13.	Special Note ( <i>if any</i> )	: N/A

Certified that the Services under the Contract has been performed and completed in all respects in strict compliance with the "**Description of Services**" including all modifications thereof as per satisfaction of the Client.

  
**Chief Operating Officer**  
 BRAC IT Services Limited (biTS)



**BRAC IT SERVICES LIMITED**  
 House 115, Road 5, Block B, Niketan Society, Gulshan 1, Dhaka 1212, Bangladesh  
 Phone +88028836303, www.bracits.com

ISO 27001 CERTIFIED



### DETAILS OF SERVICES PERFORMED

Sl.	Major Components of Assignment	Total Value
1.	<ul style="list-style-type: none"> <li>a. Development, Supply, Installation, Testing and Implementation of Electronic Document Management Software (EDMS)</li> <li>b. Scanning, Data Entry and Archiving of HR files (918540 pages)</li> <li>c. Supply of document scanner (2 units of Kodak i1150) for capacity building</li> <li>d. Training: technical, user and admin level</li> <li>e. Warranty for 1 year</li> </ul>	31,50,120

  
**Chief Operating Officer**  
 BRAC IT Services Limited (biTS)



**East West University (Document Management System)**

Project Name	Digital Archiving Solution and Imaging Services
Name of Client	Ishfaq Ilahi Choudhury Registrar East West University Plot# A/2, Jahurul Islam City, Aftabnagar Main Road Dhaka Tel: 09666775577 East West University
Project location within Country	Dhaka
Participation	As a lead firm
Value of Services	BDT 850,000.00
Source of Financing	Company's own fund
Start Date (01/04/13)	Completion Date (30/09/13)
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Manager: Md. Reazul Islam Polash, Programmer: Naimul Hasnat, Coordinator: Sujan Bhuiyan
Description of the Project (less than 500 words)	<ul style="list-style-type: none"> <li>• Design and develop web-based Document Management System</li> <li>• Scanning and archiving of registrar's office document</li> <li>• Training to the client</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>• Design and develop web-based Document Management System</li> <li>• Scanning and archiving of registrar's office document</li> <li>• Training to the client</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	



43, Mohakhali C/A, Dhaka-1212, Bangladesh  
 Tel : 880-2-9882308 (Hunting)  
 Fax : 880-2-8812336, E-mail : admissions@ewubd.edu  
 URL : http://www.ewubd.edu

**Purchases Order No: EWU (ADMIN)18/2012-300**

**Date : 14-06-2012**

To: **M/S. Devnet Limited**  
 BDBL Bhaban (9<sup>th</sup> Floor, East)  
 12, Karwan Bazar,  
 Dhaka-1215

**Subject:** Work order for supply of Digital Filling and Archiving of Students Records and Documents of East West University.

**Reference:** Your tender dated 30 January, 20112

With reference to your tender cited under reference it is informed that your tender being lowest has been accepted for supply of Digital Filling and Archiving of Students Records and Documents of East West University at a cost of Taka [REDACTED] only and accordingly you are advised to perform the work on the following terms and conditions:

**TERMS AND CONDITIONS:**

1. **DELIVERY SCHEDULE:** Delivery must be made at the Registrar's Office of the East West University.  
 The order is valid up 13.08.2012
2. **PAYMENT:** Payment will be made through A/C payee cheque after successfully completion of Digital Filling and Archiving of Students Records and Documents.
3. **DELIVERY:** Delivery must be made within 60 (sixty) days from work order. In case of delayed supply within the scheduled time, a penalty of 1% may be imposed per week. If the item found defective that must be replaced. Failing to attend the supply earnest money will be forfeited.
4. **TAX AND VAT:** Will be deducted at source as per Govt. rules.
5. **SECURITY MONEY:** The University will keep 5% of the total payable bill for 6 (six) months period as performance security.
6. **Warranty:** 1 year warranty & 2 years support service.

**7. Description of the goods to be supplied:**

The following materials subject to specification, quality and instructions mentioned on face thereof and in its kind and are always liable to rejection if defects, not apparent upon receipt, are discovered while in use. Price includes all charges unless otherwise agreed.

Sl. No	Supplies or Services	Quantity ordered	Unit Price	Amount in Taka
1.	Imaging Service: Includes: Scanning, Indexing, Categorizing and Uploading in The Archiving System Web Enabled Archiving Solution	[REDACTED] pages	[REDACTED]	[REDACTED]
		1(one)	[REDACTED]	[REDACTED]

Taka in words: [REDACTED]

Grand Total: [REDACTED]

(M. Mobarak Ali)

Chief of HR and Logistics

Purchases Order No: EWU(ADMIN)18/2012-300

Date : 14-06-2012

Copy forwarded for kind information and necessary action to:

1. Controller of Finance & Accounts,  
 Accounts Section, EWU, Dhaka-1212

(M. Mobarak Ali)  
 Chief of HR and Logistics

**Brac University**

Project Name	Scanning, Indexing, & Archiving of Registrar's office document
Name of Client	Mr. Mohammad Shamim Azad, Assistant Registrar, Admission, BRAC University, 66 Mohakhali, Dhaka 1212, Telephone: 04478444022/5027 Email: shamim@bracu.ac.bd Brac University
Project location within Country	Brac University-on site, Dhaka
Participation	As a lead Firm
Value of Services	BDT 404,500.00
Source of Financing	Company's own fund
Start Date (01/06/2008)	Completion Date (30/12/2009)
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Director: Syed Abu Md. Jafor, Team Leader: Md. Ehsanul Haque, Other Staff: Khokon Howlader, Haroon-or-Rashid, Shahajahan Khan.
Description of the Project (less than 500 words)	Develop a web based application for registrar's office to manage, search and retrieval of student's records. Develop a workflow application to manage flow of student record documents. Scanning & Indexing of Registrar office documents, providing digital archiving software & enable categorical search and retrieve.
Description of the Actual Services Provided by your Firm (less than 300 words)	2,60,088 documents have been scanned, developed and deployed digital archiving software, categorize and index all the document as per clients requirement. Provided document scanner to ensure future continuous archiving.
Firm's Name	Devnet Limited
Authorized Signature	

# **BRAC UNIVERSITY**



Date: 26 April 26, 2018

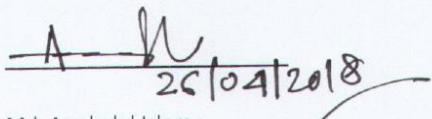
## **TO WHOM IT MAY CONCERN**

This is to certify that Devnet Limited having its office at BDBL Bhaban (Level 0,East) 12 Karwan Bazar,Dhaka-1215 has successfully completed the following works (Ref No : BRACU/Accounts/2017/503 Req # 015354)

- ❖ Web Based Secured Document Archiving Software (Docudex EDMS Version 3.4.11)
- ❖ Digital Archiving Service of BRAC University (Finance & Accounts Department)

During these works, their performance was found very satisfactory and excellent.

We wish them every success in their future works.



26/04/2018

Md. Amdadul Islam  
Project Head  
BRAC University  
Finance & Accounts Department  
Dhaka, Bangladesh

**Brac**

<b>Project Name</b>	Staff Personal File Archiving Project
<b>Name of Client</b>	Shahana Sayed Deputy Manager Share Unit BRAC Centre, 75 Mohakhali, Dhaka, Bangladesh Tel: +8801729071545
<b>Project location within Country</b>	Brac Center (On-site)
<b>Participation</b>	As a lead Firm
<b>Value of Services</b>	BDT 60,00,000.00
<b>Source of Financing</b>	Company's own fund
<b>Start Date (01/06/2006)</b>	Completion Date (30/04/2008)
<b>Name of Associate Firms (if any)</b>	N/A
<b>Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed</b>	Director: Syed Abu Md. Jafor, Project Manager: ShukriarAlam, Coordinator: Md. Zahir Ahmed, Team Leader: Md. Ehsanul Haque, Other Staff: Habib Ullah Bhuiyan.
<b>Description of the Project (less than 500 words)</b>	Scanning and indexing of 2.3 million human resource documents and providing EDMS (Electronic Document Management System).
<b>Description of the Actual Services Provided by your Firm (less than 300 words)</b>	Developing an web based EDMS software according to client's requirement with best suited methodology and also according to the document nature and categorization. Document Processing, prepare the document for scanning by removing staples, rough edges, removing the pictures and replacing them again by using tape/gum. Capturing the documents by using high speed Kodak Scanner, Assembling and processing those documents through bar-code/patch-code, page count, recognition etc., Indexing, verification & correction, Quality assurance, exporting those documents into demanding database. Then again processing the documents exactly the way they were before.
<b>Firm's Name</b>	Devnet Limited
<b>Authorized Signature</b>	



ব্রাক

Date: August 19, 2008.

**Certificate of Appreciation for Devnet Limited**

BRAC appreciates the Archiving job done by Devnet Limited for the successful completion of Digitizing & Archiving all of our HR Documents. Their service includes.

- Scanning of more than 2 million documents in bi-tonal mode converted in PDF.
- Indexing and categorization of the above mentioned volume
- Build archiving software for search and retrieval of the scanned and indexed documents with additional features that can be found in EDMS (Electronic Document Management Systems). The solution is build with Mysql, Apache, PHP and .net.

We wish success to Devnet Limited in its future endeavors. Their service is very much appreciable.



Arif Ibne Sayeed  
System Administrator, HRD

**BRAC CENTRE**

75, Mohakhali Dhaka-1212, Bangladesh

PABX : Pilot # 9881265, 8824180-7, 8824051 Fax : 880-2-8823542, 8823614, 8851928 E-mail : general@bdmail.net

**Banglalink (EDMS)**

Project Name	Software Version Upgrade of Electronic Document Management System (EMC Documentum) from 6.5 SP2 to 7.1
Name of Client	Ashraful Islam Siddique IT Division Cell: 01916100041 Moinuddin Islam, Procurement Division Email: moinislam@banglalinkgsm.com Banglalink Digital Communication Ltd.
Project location within Country	Dhaka
Participation	As a lead firm
Value of Services	BDT 54,50,000
Source of Financing	Company's own fund
Start Date July, 2014	Completion Date September, 2014
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Director: Syed Abu Md. Jafor, Project Manager: Shukriar Alam, Team Leader: Md. Shamsuddin Ahmed, Other Staff: Habib Ullah Bhuiyan, Md. Ehsanul Haque, Md. Tarikul Islam
Description of the Project (less than 500 words)	Software Version Upgrade of Electronic Document Management System (EMC Documentum) from 6.5 SP2 to 7.1
Description of the Actual Services Provided by your Firm (less than 300 words)	Software Version Upgrade of Electronic Document Management System (EMC Documentum) from 6.5 SP2 to 7.1
Firm's Name	Devnet Limited
Authorized Signature	



Banglalink Digital Communications Limited  
 Tiger's Den, House # 04, (SW)  
 Bir Uttam Mir Shawkat Sharak  
 Gulshan-1, Dhaka-1212, Bangladesh.  
[www.banglalinkgsm.com](http://www.banglalinkgsm.com)  
 VAT Reg No: 18141011900

Supplier No : 2645

Name : Devnet Ltd

Address : Palladium Building 4th floor, CEN (C) 1 Road-95,  
 Gulshan-2 Dhaka, Bangladesh

## Purchase Order

Page : 1 of 1  
 Printed at : 07-JUL-14 04:47 PM

PO Number :	43033
Revision :	0
Order Date :	01-JUL-2014
Created By :	Moinuddin Islam
RF# :	11951
Approved Date :	07-JUL-2014

Ship To/Bill To : Banglalink Digital Communications Limited  
 Requestor : Virtual Employee IT\_APP

Confirm To :

Reference : Software Version Upgrade of Electronic  
 Document Management System

Line	Item Code	Description	Quantity	UOM	Unit Price (BDT)	Amount (BDT)	VAT Amt
1	SOFTWARE.GENERAL.SOFTWAR E.SOFTWARE	Software Version Upgrade of Electronic Document Management System from 6.5 SP2 to 7.1	1	JOB	[REDACTED]	[REDACTED]	0.00
Total (BDT) :					[REDACTED] 00	[REDACTED]	0.00
( [REDACTED] )					Grand Total (BDT) :	[REDACTED]	[REDACTED]

\* Payment Term: 100% payment will be made within 60 days after submission of valid invoice along with PO, GRN and copy of VAT challan to Finance Department. \*Tax will not be deducted if valid TAX exemption certificate is provided with the invoice otherwise applicable TAX rate will be deducted from the invoice value.

Delivery: Implementation will be completed as per the technical proposal.

Penalty: 1% of PO value per day delay in implementation.

\* All prices and amount on this order are expressed in (BDT)

\* VAT & Taxes (if any) will be deducted as per Govt rules & regulations. Original VAT Challan (Mushuk-11) must be provided to Banglalink Tax Department within 2 working days of Goods or Service Delivery with PO reference (if applicable).

\* Supplier needs to submit invoice/bill along with all necessary documents to Banglalink along with PO Copy. Payment instruments will be handed over in next available payment date after the end of credit period.

\* Any demurrage or penalty paid for supplier's fault will be deducted from their invoice.

\* If supplier fails to comply with the terms and conditions of this Purchase Order Banglalink Digital Communications Limited reserves the right to cancel it.

\* Supplier Tax Identification Number: 141-200-8978 and VAT Registration Number: 5091038288.

(Procurement Approval)

(Head Of Department)

(Authorised Signature)

**Microcredit Regulatory Authority**

Project Name	Supply & Installation of Scanners & Software for Microcredit Regulatory Authority
Name of Client	Md. Nure Alom Mahadi Deputy Director Contact No.+88 02 9559672 62/3, Purana Paltan, NSC Tower (11th Floor) Dhaka- 1000 Microcredit Regulatory Authority
Project location within Country	Dhaka
Participation	As a lead firm
Value of Services	BDT 770,000.00
Source of Financing	Company's own fund
Start Date (10/09/2012)	Completion Date (25/09/2012)
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Director: Syed Abu Md. Jafor, Project Manager: Abu Sayed Khan, Programmer: Md. Naimul Hasnat
Description of the Project (less than 500 words)	Supply and installation of Scanner and Electronic Document Management Software.
Description of the Actual Services Provided by your Firm (less than 300 words)	Kodak i2400 scanner ( Document Scanner) Web based Electronic Document Management Software. Software Customization for incorporating 18 digit Coding as per Government requirement
Firm's Name	Devnet Limited
Authorized Signature	



## Microcredit Regulatory Authority

8, Shahid Sangbadik Selina Parveen Sarak, Gulfesha Plaza (6<sup>th</sup> Floor)  
Baro Mogbazar, Ramna, Dhaka-1217.

### To Whom It May Concern

M/S Devnet Limited has provided the following solution/services to Microcredit Regulatory Authority within the stipulated time.

- **EDMS (Electronic Document Management System);**
- **High Speed Document Scanner by KODAK;**
- **Intermigration of 18 digit coding with the document management platform.**

We found their solution/services useful. We wish them success.



Fawzia Zafreen  
Director  
Microcredit Regulatory Authority

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Web : [www.mra.gov.bd](http://www.mra.gov.bd)

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**Industrial and Infrastructure Development Finance Company Limited (IIDFC)**

Project Name	Digital Archiving Software named "Docudex EDMS".
Name of Client	Industrial and Infrastructure Development Finance Company Limited
Project location within Country	Dhaka, Bangladesh
Participation	As a lead firm
Value of Services	1,50,000/-
Source of Financing	Company's own fund
Start Date (26/10/15)	Completion Date (16/11/15)
Name of Associate Firms (if any)	N/A
Customer Contact Details	Sami Huda SVP & Head of IT Contact No. +88 01914583477 Chamber Building (6th & 7th floor), 122-124 Motijheel CIA, Dhaka-1000
Description of the Project (less than 500 words)	Digital Archiving Software named "Docudex EDMS".
Description of the Actual Services Provided by your Firm (less than 300 words)	The intended Digital Archiving Software application should be a commercially compliant centralized software which will be running in the intranet of IIDFC using web technology so that the user of IIDFC can interact through all the modern electronic delivery channels (like internet, cell phone etc).
Firm's Name	Devnet Limited
Authorized Signature	



Industrial and Infrastructure Development Finance Company Limited



### Work Order

Ref: IIDFC/ADMIN/IT-2015/

Date: October 26, 2015

Devnet Limited  
9<sup>th</sup> Floor (East), BDBL Bhaban,  
12, Karwan Bazar, Dhaka-1215

**Attn :** Mr. S.M. Jashim Uddin, Account Manager

**Subject:** Work order for Digital Archiving Software named “Docudex EDMS”.

Dear Sir,

With reference to your financial proposal dated August 17, 2015 for **Digital Archiving Software named “Docudex EDMS”**, we are pleased to place Work Order for carrying out the aforementioned work as per the following terms and conditions:

#### Terms and Conditions:

- a) Price of the work order shall be Tk. [REDACTED] for **Digital Archiving Software named “Docudex EDMS”**.
- b) The intended **Digital Archiving Software** application should be a commercially compliant centralized software which will be running in the intranet of IIDFC using **web technology** so that the user of IIDFC can interact through all the modern electronic delivery channels (like internet, cell phone etc.).
- c) You will provide maintenance support during one year warranty period without any additional charge. Maintenance will cover error free operation of the implemented software.
- d) The price of the software will be inclusive of unlimited user and branch license and adequate training on software to officials of IIDFC.
- e) You will provide training on software installation, replication/auto-backup system installation and maintenance procedure to IT personnel of IIDFC.
- f) Without UAT sign-off, system will not be permitted for Go Live.
- g) After warranty period IIDFC will take support from Devnet Limited on case to case basis (if required).
- h) In case any major problem arises, must be attended and resolved within a day after any request is made by IIDFC (Over phone, Mail etc.).
- i) Payment shall be made through A/C cheque after completion of the work.
- j) Date of completion and warranty starting period will be recorded from the date of Go Live.
- k) VAT and AIT will be deducted as per govt. rules.

You are requested to start the work immediately so that the whole work can be completed by November 16, 2015.

Please Sign and return the recipient copy of this work order, if found acceptable.

Thanking you,

Sami Huda  
SVP & Head of IT

**Head Office :** Chamber Building (6<sup>th</sup> & 7<sup>th</sup> floor), 122-124 Motijheel C/A, Dhaka-1000, Bangladesh, Tel: 880-2-955 9311-12, 955 3387, 955 3254, 955 3090  
**Fax:** 880-2-956 8887, **Website:** [www.iidfc.com](http://www.iidfc.com), **Chittagong Office :** C&F Tower (4<sup>th</sup> floor) 1222, Sk. Mujib Road, Agrabad C/A, Chittagong, Tel: 031-2516693, Fax : 031-2516694

**Bangladesh Bank**

Project Name	Electronic Management Information System
Name of Client	Bangladesh Bank
Project location within Country	Dhaka, Bangladesh
Participation	As a lead firm
Value of Services	1,50,000
Source of Financing	Company's own fund
Start Date (04/11/12)	Completion Date 18/11/12
Name of Associate Firms (if any)	N/A
Customer Contact Details	Nurunnahar Executive Director Cell No. +88 01712841020 Bangladesh Bank Motijheel Commercial Area, Dhaka.
Description of the Project (less than 500 words)	Supply and installation of Electronic Management Information System
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>• Archiving Software Docudex EDMS</li> <li>• Indexing &amp; Entry of documents</li> <li>• Categorization &amp; implementation</li> <li>• Monitoring, Trouble shooting &amp; Operational Training etc.</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	

**The Daily Prothom Alo**

Project Name	Archiving Solution & Service
Name of Client	The Daily Prothom Alo
Project location within Country	Dhaka, Bangladesh
Participation	As a lead firm
Value of Services	1,90,000/-
Source of Financing	Company's own fund
Start Date 04/05/2013	Completion Date 04/06/2013
Name of Associate Firms (if any)	N/A
Customer Contact Details	Matiur Rahman Editor Contact No.+ 88 02 8180078-81, 9121419 CA Bhaban, 100 Kazi Nairul Islam Avenue. s 19 Karwaan Bazar. Dhaka 1215. New Building : 19 Karwaan Bazar, Dhaka 1215, Bangladesh
Description of the Project (less than 500 words)	<ul style="list-style-type: none"> <li>• Docu Dcx EDMS</li> <li>• A Categorization, Entry,&amp; Upload</li> <li>• Cropping. Categorization etc</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>• Docu Dcx EDMS</li> <li>• A Categorization, Entry,&amp; Upload</li> <li>• Cropping. Categorization etc</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	

## প্রথম আলো

সি.এ.ভবন, ১০০ কাজী নজরুল ইসলাম এভিনিউ, কারওয়ান বাজার, ঢাকা ১২১৫। নতুন ভবন : ১৯ কারওয়ান বাজার,  
ঢাকা ১২১৫। ফোন : ৮১৮০০৭৮-৮১, ৯১২১৪১৯, ফ্যাক্স : ৯১৩০৪৯৬, ৯১৩৪৩৮৪।

POD14-000066/ COM19195/ Devnet Limited/ 12-03-2014/ Digital preservation of The Daily Bhorer  
Kagoj./ 500000/

March 11, 2014  
Ref.: PA/Admin/08.01/81/81/12/14

Abu Sayed Khan  
Devnet Limited  
Cell: +88-01711 182375

**Subject: Work order for Digital preservation of The Daily Bhorer Kagoj.**

Dear Sir,

Reference is made to your quotation dated March 12, 2014. The Management of Prothom Alo is pleased to issue with work order for Digital preservation (Scanning) of The Daily Bhorer Kagoj Paper (1992-2001) as per following specifications and rates:

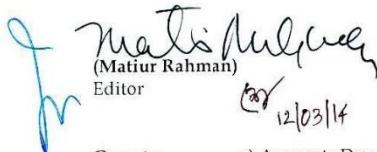
Sl. no.	Name of the Product	Quantity	Unit Price	Amount Taka
1.	Digital preservation (Scanning) of The Daily Bhorer Kagoj Paper (1992-2001)	[REDACTED] (Approx.)	[REDACTED]	[REDACTED]
			Discount=	[REDACTED]
	In [REDACTED]		Total=	[REDACTED] 00/-

**Terms & Conditions:**

1. Total payment will be paid after successful completion of the work.
2. Tax deduction at source rule will be applicable if requires.
3. All others expressed and implied terms & conditions will remain the same.
4. The works have to be done as per the requirement of Library & Archives Department of Daily Prothom Alo.

It is requested to complete the work as per delivery schedule.

Thanking you.



(Matiur Rahman)  
Editor  
12/03/14

Copy to:      a) Accounts Department.  
                  b) Library File.  
                  c) Office File.

 **The Daily Prothom Alo**  
Bhaban, 100 Kazi Nazrul Islam Avenue, Karwan Bazar, Dhaka 1215. New Building : 19 Karwan Bazar, Dhaka 1215, Bangladesh.  
Phone : 8180078-81, 9121419, Fax : 9130496, 9134384, Website : [www.prothom-alo.com](http://www.prothom-alo.com), [www.eroprothomalo.com](http://www.eroprothomalo.com)

**Census of Undocumented Myanmar Nationals Staying in Bangladesh (CUMNSB) 2015**

<b>Assignment name:</b> Intelligent Character Recognition (ICR) pages scanning and dataset solution	<b>Country:</b> Bangladesh
<b>Assignment Location within country:</b> Service Bureau, Devnet Limited	<b>Duration of assignment (months):</b> 1 months
<b>Name of Client:</b> Census of Undocumented Myanmar Nationals Staying in Bangladesh (CUMNSB) 2015  Md. Alamgir Hossen, Project Director Census of the Undocumented Myanmar Nationals Staying in Bangladesh 2015 Project Bangladesh Bureau of Statistics	<b>Professional Staff provided by your Organization: No of Staff:</b> 35
Start Date (Month/Year) 19/10/2016	Completion Date (Month/Year) 20/11/2016
<b>Name of associated Consultants, if any:</b> N/ A	<b>Nº of Person-Months of Professional Staff provided by associated Consultants:</b> N/A
<b>Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:</b> Project Director: Syed Abu Md. Jafor, Data Capture Specialist: Md. Manik Hossain, Project Manager: Md. Reazul Islam Polash, Programer: Naimul Hasnat	
<b>Detailed Narrative Description of Project:</b> <ol style="list-style-type: none"> <li>1. Form design, Template design</li> <li>2. Scanning of summery sheet and forms</li> <li>3. Data-capture/ Data entry</li> <li>4. Data analysis and cleansing</li> <li>5. Develop an digital archive software for image and data</li> <li>6. Hardcopy delivery</li> </ol>	
<b>Detailed Description of Actual Services Provided by your Staff:</b> <ol style="list-style-type: none"> <li>a. Form and template designing</li> <li>b. Scanning of summery sheet and forms total 550000 (approx.)</li> <li>c. Data-capture/ Data entry of Approximately 100 fields (both numeric and alpha numeric) of each survey form</li> <li>d. Data analysis and cleansing</li> <li>e. Develop a digital archive software for image and data</li> <li>f. Hardcopy delivery</li> </ol>	
Firm's Name:	Devnet Limited
Authorised Signature:	

**Keraniganj UNO Office**

Project Name	Database management of government Lands (Khas, Vested Property, Abandoned, Acquired & other Government) and Keraniganj Upozila and upload it to the upazila web portal for searching out these lands through web portal & Mobile Apps.
Name of Client	Office of the Upazila Nirbahi Officer, Keraniganj, Dhaka
Project location within Country	Dhaka, Bangladesh
Participation	As a lead firm
Value of Services	6, 62,000/-.
Source of Financing	Company's own fund
Start Date (01/12/15)	Completion Date Continuing
Name of Associate Firms (if any)	N/A
Customer Contact Details	Abul Bashar Md. Fakhruzzaman Upazila Nirbahi Officer (UNO) Office of the Upazila Nirbahi Officer Keraniganj, Dhaka
Description of the Project (less than 500 words)	Database management of government Lands (Khas, Vested Property, Abandoned, Acquired & other Government) and Keraniganj Upozila and upload it to the upazila web portal for searching out these lands through web portal & Mobile Apps
Description of the Actual Services Provided by your Firm (less than 300 words)	Database management of government Lands (Khas, Vested Property, Abandoned, Acquired & other Government) and Keraniganj Upozila and upload it to the upazila web portal for searching out these lands through web portal & Mobile Apps
Firm's Name:	Devnet Limited
Authorised Signature:	



Memo: 05.41.2638.000.14.019.13-845

Date: 01/12/2015

## CONTRACT AGREEMENT

~~Database Management of Government Lands (Khas, Vested Property, Abandoned, Acquired & other government) at Keraniganj Upazila and upload it to the Upazila web portal for searching out these lands through web portal and mobile apps.~~

Between

Office of the Upazila Nirbahi Officer  
Keraniganj, Dhaka

*Represented by:*

Upazila Nirbahi Officer (UNO)  
Office of the Upazila Nirbahi Officer  
Keraniganj, Dhaka

(Hereinafter called to as the 'UNO' or Client)

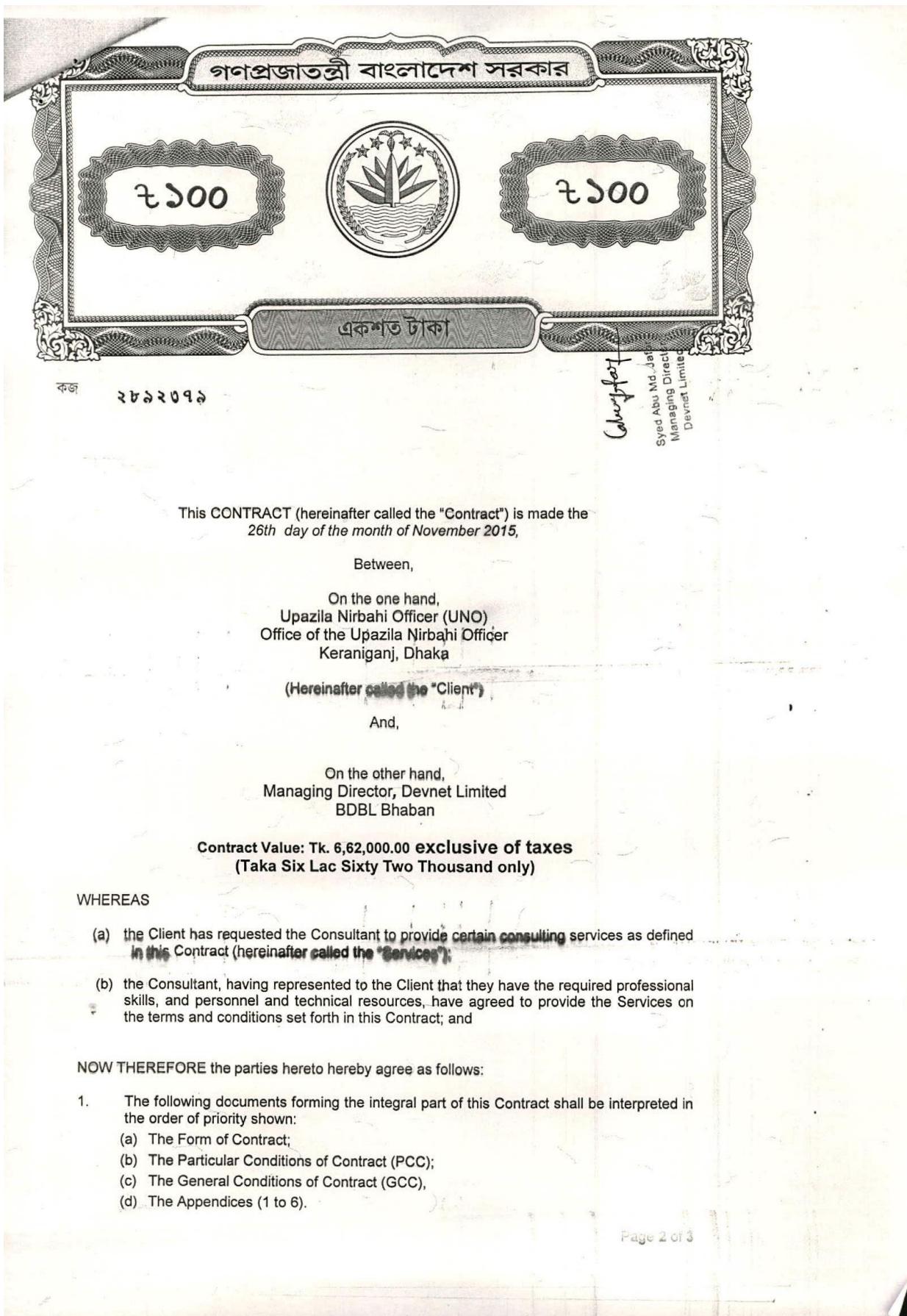
And

Devnet Limited (Level 9, East)  
12 Karwan Bazar, Dhaka 1215

*Represented by:*

Syed Abu Md. Jafor  
Managing Director  
Address: Devnet Limited (Level 9, East)  
12 Karwan Bazar, Dhaka 1215  
(Hereinafter called to as the "Consultant").

Page 1 of 3





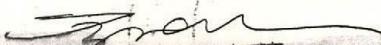
- Appendix 1: Description of the Services
- Appendix 2: Reporting Requirements
- Appendix 3: Key Personnel
- Appendix 4: Hours of work for key personnel
- Appendix 5: Duties of the Client
- Appendix 6: Cost Estimates

2. The mutual rights and obligations of the Client and the Consultant shall be as set forth in the Contract, in particular:
- (a) the Consultant shall carry out the Services in accordance with the provisions of the Contract; and
  - (b) the Client shall make payments to the Consultant in accordance with the provisions of the Contract.

IN WITNESS we, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

In presence of

IN WITNESS WHEREOF THE PARTIES HERETO, HAVING READ AND UNDERSTOOD THE IMPORTANCE AND SIGNIFICANCE OF THIS AGREEMENT AND SIGNED THIS DEED OF AGREEMENT IN TWO ORIGINALS (PRINTED IN 2 SETS) AND DO HEREBY SET THEIR HANDS HEREUNDER IN EXECUTION THEREOF ON THE DAY, MONTH AND YEAR FIRST ABOVE WRITTEN.

  
আরুল বাসার মোহাম্মদ কবিরজামান  
Upazila Nirbahi Officer (UNO) or  
Office of the Upazila Nirbahi Officer  
Keraniganj, Dhaka

  
Managing Director, Devnet Ltd  
Syed Abu Md. Jafar

Witnesses

1. Jibon bidecah

2. MD. Mosharraf HOSSAIN

3. MD. Yousef

Witnesses

Abu Sayed Khan

1. A.S. Khan.

Md. Mazharul Alam Bhuyain

2. .....

3. Md Ansaruzzaman

**NRB Global Bank Limited**

Project Name	Work Order for supply & installation of "Document Management System".
Name of Client	NRB Global Bank Ltd.
Project location within Country	Dhaka, Devnet's Karwan Bazar service bureau and respective branches of the bank
Participation	As a lead firm
Value of Services	BDT 60,00,000 plus
Source of Financing	Company's own fund
Start Date (08/2017)	Completion Date 06/2018
Name of Associate Firms (if any)	N/A
Customer Contact Details	Ziaur Rahman, FAVP, GSD Saiham Tower, House-34, Road-136, Block # S.E (C-1) Gulshan Model Town, Dhaka -1212, Bangladesh. Phone: +88 09617176037, Fax: +88 02 9860598
Description of the Project (less than 500 words)	supply & installation of "Document Management System"
Description of the Actual Services Provided by your Firm (less than 300 words)	<ul style="list-style-type: none"> <li>▪ Supply install and implementation of Electronic Document Management System.</li> <li>▪ Supply &amp; Installation of document scanner</li> <li>▪ Training</li> </ul>
Firm's Name:	Devnet Limited
Authorized Signature:	

Ref: NRBGBL/HO/GSD/PO/2019/1953

Date: 16<sup>th</sup> June 2019

**NRB Global Bank**  
great experience



**Devnet Limited**

BDBL Bhaban (Level 9, East),  
12, Kawran Bazar, Dhaka – 1215.

**Subject: Work Order for supply & installation of "Document Management System".**

Dear Sir,

With reference to your offer dated May 22, 2019, we are pleased to inform that the Management of our Bank has accepted your offer and awarded you the work under the following terms and conditions:

Particulars	Unit Price	QTY	Amount (Including VAT & Tax)
<b>Software License Fee</b>			
Centralized EDMS –One Time Docudex, Origin – Bangladesh	-	-	[REDACTED]
<b>Existing Document Scanning and Archiving Service Fee</b>			
Approximate 10,00,000 page existing document scanning and processing (The payment have to be made on monthly basis as per actual quantity of scanning and archiving done).	-	-	[REDACTED]
<b>Professional (Implementation) Service Fee</b>			
Professional Service Fee including all professional services for necessary following events; a) Customization                    b) Integration c) Deployment d) Testing and commissioning of the system e) Training of all branch personnel			[REDACTED]
<b>Document Scanner</b>			
Avision AD230U	[REDACTED] 0	04	[REDACTED]
Avision 176u	[REDACTED]	40	[REDACTED] 00
		<b>Total</b>	[REDACTED] 0

**Terms & Conditions:**

- Product should be delivered by 25 (twenty-five) working days from the date of issue the purchase order.
- Your system has to comply with all requirements, terms and condition as stated on the tender document and subsequent letters.
- If any dispute/confusion arises or if any term is not explicitly mentioned in the Work Order, terms and condition of Tender Document will be applicable.
- UAT and integration has to be completed within the specific schedule of time.
- Installation and testing of DMS Solution on Disaster Recovery (DR) Sites will be included in the scope of work of this Purchase/work Order which has to be performed as when the DR site is ready.
- All required reports should be developed as per requirement of NRB Global Bank Ltd (as per requirement).
- Warranty period of 01-year Software/Service will be started after Successful Implementation of DMS project. Accordingly, AMC will be applicable after 01 year of the warranty period (if executed).
- Successful implementation will be considered when all the branches/division will go live and 50% scanning, indexing, along with Meta data entry of at least 05 branches & 05 divisions of Head Office will be completed.
- On warranty period and during AMC, Bank reserves the rights to adopt any change in software/service as needed for smooth business operation of the Bank and the vendor has to accommodate the requirement of user. The vendor cannot charge any amount whatsoever for the change requirements within this period.
- The vendor will be responsible for/purchase of any software/service license whatsoever needed to run the system smoothly, assuring authenticity. Bank will provide only related Hardware and software/license which is mentioned in proposal.

*[Signature]*  
Bar. Md. S. A. [Signature]

**NRB Global Bank Limited**  
**Corporate Head Office :** Saiham Tower, House-34, Road-136, Block # S.E (C-1) Gulshan Model Town, Dhaka – 1212, Bangladesh.  
Phone: +88 09617176037, Fax: +88 02 9860598, www.nrbglobalbank.com, SWIFT: NGBLBDDH

Ref: NRBGBL/HO/GSD/PO/2019/1953



**Place of Product Delivery:**

Information Technology Division, NRB Global Bank Limited, Corporate Head office, "Saiham Tower" House- 34, Level – 2, Road – 136, Block # S.E. (C-1), Gulshan Model Town, Dhaka 1212.

**Training and Service Delivery:**

At NRB Global branches and offices throughout country.

**Financial Terms & Condition:**

- VAT, AIT and other govt. tax (if applicable) shall be deducted from the bill at source as per Bangladesh govt. rules.
- Payment module on work order value except scanning service:
  - 10% of Work order value will be paid as advance with work order.
  - 20% of Work order value will be paid after successful installation, commissioning, UAT and training of software in all the branches.
  - 30% of work order value will be provided after delivery of hardware as per specification.
  - 20% of work order value will be provided after successful deployment and operation in minimum 30 of the branches of the bank.
  - Rest of the amount (20% of work order) will be paid after go live in all the branches and division.
- The payment of scanning service will be provided on monthly basis as per actual quantity of scanning and archiving done.

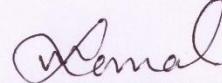
***However, Bank reserves the right to accept or reject full/part of the consignment without assigning any reasons whatsoever.***

If the above terms and conditions are acceptable to you, please sign on the duplicate copy of this letter as a token of your acceptance and return the same to us for our record.

Thank you

Yours truly,

  
\_\_\_\_\_  
**Ziaur Rahman**  
FAVP, GSD  
*Gulshan*

  
\_\_\_\_\_  
**Mohammad Kamrul Hossain**  
VP & Head of IT

**Dhaka Bank Limited**

Project Name	Work Order for Electronic Document Management System (EDMS) Workflow Application Solution for Dhaka Bank Limited
Name of Client	Dhaka Bank Limited
Project location within Country	Dhaka Bank Limited
Participation	As a lead firm
Value of Services	60,00,000/- (monthly rent since April 2016)
Source of Financing	Company's own fund
Start Date 04/2016	Completion Date Continuing as SaaS model
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Syed Abu Md. Jafor, Project Manager: Nasit Istiaq Ahmed, Team Leader: Habib Ullah Bhuiyan, Other senior Staff: Md. Moniruzzaman Miah, Md. Reazul Islam Palash, Md. Nayem Abdullah, Mamun Mia, Forhadul Islam, Shams Shahriar Sharif, Shuvro Roy, Mir Bahar Nurul Amin, .
Customer Contact Details	A M M Moyen Uddin SEVP & Head, IT INFORMATION TECHNOLOGY DIVISION: SARA TOWER, 11/A, TOYENBEE CIRCULAR ROAD, MOTIJHEEL CIA, DHAKA -1000
Description of the Project (less than 500 words)	Unlimited Process Automation, User & Branch Create, Capture, Manage, Deliver or Retrieve, Security, Archive and Manage Workflow Manager for Large Volume Documents & Contents
Description of the Actual Services Provided by your Firm (less than 300 words)	Unlimited Process Automation, User & Branch Create, Capture, Manage, Deliver or Retrieve, Security, Archive and Manage Workflow Manager for Large Volume Documents & Contents
Firm's Name	Devnet Limited
Authorized Signature	

**DHAKABANK**  
L I M I T E D

Date: 18.06.2019

**Letter of Appreciation**

Devnet Limited  
BDBL Bhaban, 12 Karwan Bazar, Dhaka, Bangladesh.

## Reference:

DBL/HOT/IT/2016/735 (A) and date: 28<sup>th</sup> April 2016

Status: Ongoing

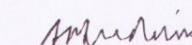
**To Whom It May Concern**

Dhaka Bank Limited appreciates the job under progress for "Work Order for Electronic Document Management System (EDMS) Workflow Application for Dhaka Bank Limited." by Devnet Limited.

So far, we are pleased to their deployment and after sales service. The project on evaluation fulfills all the stated criteria. They maintain the commitment under the contract and are capable to complete the job in time.

We would like to thank you for their continued support as we move forward toward the completion of the project.

Sincerely

  
A M M Moyen Uddin  
SEVP & Head of IT  
Dhaka Bank Limited

**Information Technology Division**, Corporate Office : 71, Purana Paltan Lane, Dhaka-1000, Bangladesh.  
TEL: 58314424-30, Fax : 880-2-58314419, SWIFT: DHBLBDDH, Websit : [www.dhakabankltd.com](http://www.dhakabankltd.com), E-mail : [info@dhakabank.com.bd](mailto:info@dhakabank.com.bd)

**Plan International Bangladesh**

Project Name	Document digitization Service-Solution
Name of Client	Plan International Bangladesh
Project location within Country	Plan international Bangladesh Country Office, Road # 35, House # 14, Gulshan # 2 Dhaka # 1212
Participation	As a lead firm
Value of Services	BDT 38,23,000/-
Source of Financing	Company's own fund
Start Date (02/2021)	Completion Date Continuing
Name of Associate Firms (if any)	N/A
Customer Contact Details	Plan international Bangladesh Country Office, Road # 35, House # 14, Gulshan # 2 Dhaka # 1212. Tel: +880-2-9860167 Fax: +880-2-9861599 www.plan-international.org
Description of the Project (less than 500 words)	<ol style="list-style-type: none"> <li>1. Deliver complete 'Document Management System (DMS)' with required Software.</li> <li>2. Scan and upload 36,00,000 (estimated) pages documents using the software.</li> <li>3. Provide software maintenance contract cost both on annual and on call basis.</li> <li>4. Provide training to relevant Plan International Bangladesh staffs on how to use and access the Document Management System/Software including the system usage manual.</li> </ol>
Description of the Actual Services Provided by your Firm (less than 300 words)	<ol style="list-style-type: none"> <li>1. Deliver complete 'Document Management System (DMS)' with required Software.</li> <li>2. Scan and upload 36,00,000 (estimated) pages documents using the software.</li> <li>3. Provide software maintenance contract cost both on annual and on call basis.</li> <li>4. Provide training to relevant Plan International Bangladesh staffs on how to use and access the Document Management System/Software including the system usage manual.</li> </ol>
Firm's Name:	Devnet Limited
Authorized Signature:	

Plan International Bangladesh  
 Road 35  
 Gulshan-2, Dhaka  
 Road 35  
 1212 DHAKA-BANGLADESH  
 BANGLADESH

Tel: +880-2-9860167  
 Fax: +880-2-9861599  
[www.plan-international.org](http://www.plan-international.org)



## Purchase Order

<b>Vendor Address</b>	
Devnet Limited BDBL Bhaban (F-9, East), 12 Karwan Bazar, Dhaka-1215	
<b>Delivery Address</b>	
Plan International Bangladesh Country Office Road # 35, House # 14, Gulshan # 2 Dhaka # 1212,	

<b>Information</b>	
<b>Document Number</b>	4500729960
<b>Delivery Date</b>	28 February 2021
<b>Payment Terms</b>	
<b>Date</b>	28 February 2021
<b>Vendor No.</b>	10145240
<b>Buyer</b>	BGD-Country Office
<b>Buyer Phone</b>	+880-2-9860167
<b>Buyer email</b>	<a href="mailto:Bangladesh.procurement@plan-international.org">Bangladesh.procurement@plan-international.org</a>
<b>Vendor Phone</b>	01713249748
<b>Vendor Fax</b>	
<b>Currency</b>	BDT

Page 1 of 2  
 Version 0

<b>Material/Description</b>	<b>Quantity</b>	<b>UM</b>	<b>Net Price</b>	<b>Net Amount</b>				
Document digitization Service_Solution	1.00	each	3,823,000.00	3,823,000.00				
Terms and Condition								
1.All materials will be received us subject to our inspection prior to acceptance. Rejected materials will be carried/returned by you at your own expenses.								
2.If for any reason delivery cannot be made within specified date, the supplier should communicate about the delay in writing before required date. Failing which the purchaser has the option to reject/cancel (partial or full) the Purchase Order without any obligation.								
3. Late Delivery, when caused by the Vendor, will result in 1.0% penalty per day.								
4.This Purchase Order shall be construed pursuant to the laws of Bangladesh.								
5.Payment will be made only the materials received by Plan International Bangladesh. Tax and VAT, if any, required by the Government of Bangladesh will be deducted at sources and deducted Tax/VAT will be deposited by Plan International Bangladesh to the Government of Bangladesh.								
7.Plan International Bangladesh reserves the right to cancel the Purchase Order by giving 01 day notice, without assigning any reason.								
8.Annexure: # The Annexure A, B, C, D, and E annexed to this Agreement shall form an integral part to this Agreement.								
Annexure-A: for Terms of Reference of this agreement /Purchase order . Annexure-B: Proposal from Dev Net Limited of this assignment Annexure-C: Anti-Fraud-Anti Bribery and Corruption Annexure-D: Non-staffs code of conduct Annexure E: Global Policy Safeguarding Children and Young People.								
 								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Net Value</td> <td style="width: 70%; text-align: right;">3,823,000.00</td> </tr> <tr> <td>Total Amount</td> <td style="text-align: right;">3,823,000.00</td> </tr> </table>					Net Value	3,823,000.00	Total Amount	3,823,000.00
Net Value	3,823,000.00							
Total Amount	3,823,000.00							

Signed on behalf of Plan International:




Date:

**Grameen Bank**

Project Name	Electronic Document Management System and Master Archive
Name of Client	Grameen Bank
Project location within Country	Grameen Bank, Head Office, Mirpur-2, Dhaka
Participation	As a lead firm
Value of Services	BDT 5,61,312/-
Source of Financing	Company's own fund
Start Date (01/2021)	Completion Date Continuing
Name of Associate Firms (if any)	N/A
Customer Contact Details	Grameen Bank, Head Office, Mirpur-2, Dhaka
Description of the Project (less than 500 words)	<ol style="list-style-type: none"> <li>1. Deliver complete 'Document Management System (DMS).</li> <li>2. Scan and upload documents using the software.</li> <li>3. Provide software maintenance contract cost both on annual and on call basis.</li> <li>4. Provide training to relevant Grameen Bank staffs on how to use and access the Document Management System/Software including the system usage manual.</li> </ol>
Description of the Actual Services Provided by your Firm (less than 300 words)	<ol style="list-style-type: none"> <li>1. Deliver complete 'Document Management System (DMS).</li> <li>2. Scan and upload documents using the software.</li> <li>3. Provide software maintenance contract cost both on annual and on call basis.</li> <li>4. Provide training to relevant Grameen Bank staffs on how to use and access the Document Management System/Software including the system usage manual.</li> </ol>
Firm's Name:	Devnet Limited
Authorized Signature:	



## গ্রামীণ ব্যাংক

নোবেল শান্তি পুরস্কার বিজয়ী ২০০৬

### সেবা ও সম্পত্তি ব্যবস্থাপনা বিভাগ (সঞ্চাই)

গব/পক/এসইডি/সং/০১/২০২১- ৩০

ডেভেলপ লিমিটেড

ডিবিবিএল ভবন (নেবেল-৯, পূর্ব)

১২, কারওয়ান বাজার

চাকা-১২১৫।

**বিষয় ৪ ইলেকট্রনিক ডকুমেন্ট ম্যানেজমেন্ট সিস্টেম ও মাস্টার আর্কাইভ এর কার্যাদেশ।**

জনাব,

আপনাদের ২৮/০১/২০২১ তারিখের প্রদত্ত দরপত্র এবং কতিপয় শর্ত সাপেক্ষে গ্রামীণ ব্যাংক কর্তৃপক্ষের সিদ্ধান্ত অনুযায়ী নিম্ন বর্ণিত ভাবে গ্রামীণ ব্যাংক, ইলেকট্রনিক ডকুমেন্ট ম্যানেজমেন্ট সিস্টেম ও মাস্টার আর্কাইভ এর কার্যাদেশ প্রদান করা হলো।

টেক্সের আইটেম নং	কাজের নাম	পরিমাণ	একক	একক মূল্য টাকায়	মোট মূল্য
০১	সফটওয়্যার: ইলেকট্রনিক ডকুমেন্ট ম্যানেজমেন্ট সিস্টেম ও মাস্টার আর্কাইভের জন্য প্রয়োজনীয় সফটওয়্যার (সফটওয়্যার সম্পর্কিত সকল স্পেসিফিকেশন, ওয়েব ভার্সনসহ সকল তথ্য সংযুক্ত করতে হবে)।	১টি	প্রতিটি	[REDACTED]	[REDACTED]
০২	<p>কাজের ধরন/প্রকৃতি :</p> <ul style="list-style-type: none"> <li>• ডকুমেন্ট ফাইল/বই/ডায়েরি/স্পাইরাল বুক/ড্রয়িং বুক কাটাগরিভিত্তিক বিভিন্ন ভাগে ভাগ করা, সেগুলি খুলে যথাযথ ভাবে স্থানিং করে সফটওয়্যারে ইনপুট উপযোগী করে আপলোড করে মাস্টার আর্কাইভ সিস্টেমে পুনঃস্থাপন করা, উক্ত হার্ডৱের্পি পুনরায় পূর্বের মত করে বাইডিং করাসহ আনুসংশিক কাজ দায়িত্ব প্রাপ্তিশৈলী ইনচার্জের নির্দেশনা মোতাবেক প্রস্তুত করতে হবে।</li> <li>• পূর্বে স্থান করা ব্যাংকের ডকুমেন্টসমূহ সত্ত্বেও জনকভাবে ইনপুট করা।</li> <li>• কার্য সম্পাদনের পর ব্যাংক কর্তৃপক্ষের নতুন ফাইল/ডকুমেন্ট ইনপুটের ব্যবস্থা রাখা।</li> <li>• বিভিন্ন ডকুমেন্ট/বই/ম্যাপ/দলিলসমূহ উন্নতমানে ত্রুট প্রদর্শন ও ডাটান্লোডের ব্যবস্থা রাখা।</li> </ul> <p>• ন্যান্তম ১৫ জন ব্যবহারকারীর অপশন রাখা তবে প্রয়োজনে ব্যবহারকারীর সংখ্যা বাঢ়ানোর ব্যবস্থা রাখা।</p> <p>• প্রশিক্ষণ: ইলেকট্রনিক ডকুমেন্ট ম্যানেজমেন্ট সিস্টেম(EDMS) ও মাস্টার আর্কাইভের সফটওয়্যারের পরিচালনা প্রতিতি, রক্ষণাবেক্ষণ, ব্যকআপ, সফটওয়্যারের প্রয়োজনীয় আপডেটকরণ, সিস্টেমের সার্বিক বিষয় সম্পর্কে ০৫ জনকে বিনা মূল্যে প্রশিক্ষণ প্রদান করতে হবে।</p> <p>• ঠিকাদারী প্রতিষ্ঠানের নিজস্ব যন্ত্রণাত ও তত্ত্বাবধানে ব্যাংকের উপর্যুক্ত স্থানে কাজটি সম্পন্ন করতে হবে।</p> <p>• নির্বাচিত প্রতিষ্ঠানের স্পেসিফিকেশন অনুযায়ী ব্যাংক কর্তৃপক্ষ ওয়ার্কস্টেশন/হোল্ডিংসার্ভার সরবরাহ করবে।</p> <p>প্রবর্তী সময়ে আরো ডকুমেন্ট উপর্যুক্ত নিয়মানুসারে ব্যাংক কর্তৃপক্ষ প্রতিষ্ঠানের সাথে আলোচনা সাপেক্ষে অঙ্গুষ্ঠ করা হবে।</p>	-	-	-	-
২.০১	A-4 সাইজ ডকুমেন্ট (ক্ষ্যান ও প্রসেসিংসহ)।	৮০০০ (কম/বেশী)	প্রতি পৃষ্ঠা	[REDACTED]	[REDACTED]
২.০২	A-3 সাইজ ডকুমেন্ট (ক্ষ্যান ও প্রসেসিংসহ)।	১০০০ (কম/বেশী)	প্রতি পৃষ্ঠা	[REDACTED]	[REDACTED]



## গ্রামীণ ব্যাংক

নোবেল শান্তি পুরস্কার বিজয়ী ২০০৬

### প্রধান কার্যালয়

মিরপুর-২, ঢাকা-১২১৬

ফোন : ৯৮০৫২৫৭-৬৯

ফ্যাক্স : ৮৮ ০২ ৮০১৩৫৫৯

৮৮ ০২ ৮০১১১৩৮

ওয়েব: [www.grameen.com](http://www.grameen.com)

টেক্সার আইডেম নং	কাজের নাম	পরিমাণ	একক	একক মূল্য টাকায়	মোট মূল্য
২.০৩	লিগ্যাল সাইজ ডকুমেন্ট (ক্ষ্যান ও প্রসেসিংসহ)।	২০০০	প্রতি (কম/বেশী)	[REDACTED]	[REDACTED]
২.০৪	ড্রাইং সাইজ (৩০"X ৬০" অথবা ছোট/বড়) ডকুমেন্ট (ক্ষ্যান ও প্রসেসিংসহ)।	২০০	প্রতি (কম/বেশী)	[REDACTED]	[REDACTED]
২.০৫	বই (ক্ষ্যান ও প্রসেসিংসহ)। (আনুমানিক ১৬০০পৃষ্ঠা)	২৫টি	প্রতি (কম/বেশী)	[REDACTED]	[REDACTED]
২.০৬	ক্ষ্যান করা দলিলসমূহ (প্রসেসিং করা)	৭০০	প্রতি (কম/বেশী)	[REDACTED]	[REDACTED]
২.০৭	বই রিবাইভিং করা	০৫টি	প্রতি (কম/বেশী)	[REDACTED]	[REDACTED]
০৩.	স্পাইরাল রিবাইভিং করা	৫০টি	প্রতি (কম/বেশী)	[REDACTED]	[REDACTED]
মোট :				= [REDACTED]	= [REDACTED]
ভ্যাট: (৫% হারে)				= [REDACTED]	
সর্বমোট:				= [REDACTED]	

কথায়: [REDACTED]

### শর্তাবলী ৪

- কার্যাদেশ প্রদানের পরবর্তী তারিখ থেকে ৩০ কার্যদিবসের মধ্যে গ্রামীণ ব্যাংক, ইলেক্ট্রনিক ডকুমেন্ট ম্যানেজমেন্ট সিস্টেমও মাস্টার আর্কাইভ এর উল্লিখিত কাজ সম্পন্ন করে গ্রামীণ ব্যাংক এর প্রতিনিধি জনাব মোৎ মোসলেম আলী, সহকারী মহাব্যবস্থাপক, কল্যাণ ব্যবস্থাপনা বিভাগ এবং জনাব মোৎ তোফিকুজ্জামান শিকদার, সিনিয়র প্রিসিপাল অফিসার, অবলোকন ও মূল্যায়ন বিভাগ এর নিকট বুঝিয়ে দিতে হবে।
- কাজটি সম্পন্ন করে গ্রামীণ ব্যাংকের ৫ জন কর্মকর্তাকে উক্ত সিস্টেম পরিচালনা ও রক্ষণাবেক্ষণের জন্য কমপক্ষে ০৩ দিনের ট্রেনিং দিতে হবে।
- কার্যাদেশ পাওয়ার পর কাজ করতে অস্থীকৃতি প্রকাশ বা গড়িমসি করলে আর্গেন্টমানি বাজেয়াঙ্গসহ কার্যাদেশ বাতিল করা হবে।
- কার্যসম্পাদনের পর কার্যাদেশ প্রাপ্ত প্রতিটানের জমাকৃত আর্গেন্টমানি ০১ বছর পর্যন্ত সিকিউরিটিমানি (জামানত) হিসেবে গণ্য হবে এবং ০১ বছরের মধ্যে কাজের কোনরূপ ত্রুটি/বিচ্যুতি দেখা দিলে তা সংশোধনপূর্বক সমুদয় সিকিউরিটিমানি আবেদনের মাধ্যমে ফেরৎ দেয়া হবে।
- ক্রমিক নং- ২.০১ হতে ২.০৭ পর্যন্ত এবং ক্রমিক নং-০৩ এর সংখ্যা/পৃষ্ঠা/বই কম-বেশীর জন্য আনুপাতিক হারে বিল প্রদান করা যাবে।
- কার্যাদেশ প্রদানের পর কোন কারণে বিলম্ব, সামগ্রীর দাম বৃদ্ধির কোন কারণ দেখিয়ে আবেদন ব্যাংক কর্তৃপক্ষের নিকট গ্রহণযোগ্য হবে না।
- ইলেক্ট্রনিক ডকুমেন্ট ম্যানেজমেন্ট সিস্টেমও মাস্টার আর্কাইভ এর উল্লিখিত কাজ সন্তোষজনকভাবে সম্পন্ন ও হস্তান্তরের পর ব্যাংকের সংশ্লিষ্ট কর্মকর্তাদ্বয়ের প্রত্যয়নের ভিত্তিতে বিল পরিশোধ করা হবে।
- নির্দিষ্ট সময়ের মধ্যে কাজটি সম্পন্ন করতে না পারলে গ্রামীণ ব্যাংক ক্রমম্যানুযায়ী জরিমানা ধার্য্য করে বিল থেকে জরিমানা বর্তন করে অবশিষ্ট বিল প্রদান করা হবে।
- প্রাপ্ত কাজ/ডকুমেন্টের গোপনীয়তা রক্ষা করতে হবে। এর ব্যত্যয় হলে আপনাদেরকে দায়ী করা হবে।
- কোন কারণ দর্শনো ব্যতিরেকে যে কোন দরপত্র বা সর্বল দরপত্র আংশিক বা সম্পূর্ণ ইহগ বা বাতিল করার ক্ষমতা ব্যাংক কর্তৃপক্ষ সংরক্ষণ করেন।



**গ্রামীণ ব্যাংক**

নোবেল শান্তি প্রকার বিজয়ী ২০০৬

প্রধান কার্যালয়

মিরপুর-২, ঢাকা-১২১৬

ফোন : ৯৮০৫২৫৭-৬৯

ফ্যাক্স : ৮৮ ০২ ৮০১৩৫৫৯

৮৮ ০২ ৮০১১১৩৮

ওয়েব : [www.grameen.com](http://www.grameen.com)

১১. সংশ্লিষ্ট কর্মকর্তাদের প্রত্যয়নসহ ১ (এক) কপি চালান (চালানে একক ও মোট মূল্য উল্লেখ করতে হবে), ১ (এক) কপি বিল ও কার্যালয়ের ১টি ফটোকপি দেবা ও সম্পত্তি ব্যবস্থাপনা বিভাগে (সংগ্রহ) জমা দিলে ব্যাংকের প্রচলিত নিয়মে চেকের মাধ্যমে বিল পরিশোধ করা হবে।

১২. সরকারী বিধি মোতাবেক বিলের উপর আয়কর ও ভ্যাট কর্তন করা হবে।

অপনার বিশ্বাস,  


(মোঃ জাহাঙ্গীর হুসাইন)

বিভাগ প্রধান (ভারপ্রাণ)

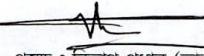
দেবা ও সম্পত্তি ব্যবস্থাপনা বিভাগ

তারিখ: এ

গব/পক/এসইডি/সৎ/০১/২০২১- ৩০

অনুলিপিঃ অবগতি ও প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য-

১. সভাপতি, প্রকিউরমেন্ট কমিটি, গ্রামীণ ব্যাংক, প্রধান কার্যালয়, ঢাকা।
২. বিভাগ প্রধান, কল্যাণ ব্যবস্থাপনা বিভাগ, গ্রামীণ ব্যাংক, প্রধান কার্যালয়, ঢাকা।
৩. বিভাগ প্রধান (ভারপ্রাণ), অর্থ ও হিসাব বিভাগ, গ্রামীণ ব্যাংক, প্রধান কার্যালয়, ঢাকা।
৪. বিভাগ প্রধান (ভারপ্রাণ), অভ্যন্তরীণ নিরক্ষা ও পরিপালন বিভাগ, গ্রামীণ ব্যাংক, প্রধান কার্যালয়, ঢাকা।
৫. বিভাগ প্রধান (ভারপ্রাণ), অবলোকন ও মূল্যায়ন বিভাগ, গ্রামীণ ব্যাংক, প্রধান কার্যালয়, ঢাকা।
৬. শাখা প্রধান, প্রযুক্তি ও উন্নয়ন শাখা (কেন্দ্রীয় বিভাগ), গ্রামীণ ব্যাংক, প্রধান কার্যালয়, ঢাকা।
৭. জনাব মোঃ মোসলেম আলী, সহকারী মহাব্যবস্থাপক, কল্যাণ ব্যবস্থাপনা বিভাগ- কাজটি সম্পন্ন করতে ডেভনেট লিমিটেডকে সার্বিক সহযোগিতা এবং কাজটি সন্তোষজনকভাবে বুঝে নেয়ার জন্য অনুরোধ করা হলো।
৮. জনাব মোঃ তোফিকুজ্জামান শিকদার, সিনিয়র প্রিসিপাল অফিসার, অবলোকন ও মূল্যায়ন বিভাগ - কাজটি সম্পন্ন করতে ডেভনেট লিমিটেডকে সার্বিক সহযোগিতা এবং কাজটি সন্তোষজনকভাবে বুঝে নেয়ার জন্য অনুরোধ করা হলো।
৯. অফিস কপি।

পক্ষে :   
 বিভাগ প্রধান (ভারপ্রাণ)

**bkash Limited (Channel KYC Automation and Merchant On-boarding platform)**

Project Name	Channel KYC Automation and Merchant on-boarding
Name of Client	bkash Limited
Project location within Country	Dhaka, Bangladesh
Participation	As a lead firm
Value of Services	8,895,600.00
Source of Financing	Company's own fund
Start Date (17/12/2020)	Completion Date On-going
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Manager: Maksudur Rahman, Team Leader: Md. Nurul Islam, Other senior Staff: Md. Moniruzzaman Miah, Md. Reazul Islam Palash, Md. Nayem Abdullah, Mamun Mia, Forhadul Islam, Shams Shahriar Sharif, Shuvro Roy, Mir Bahar Nurul Amin, Rezoanul Arefin.
Customer Contact Details	S.M Saklainul Haque Rummon Manager, Supply Chain & Procurement bKash Limited Cell: +8801712116572 Email: <a href="mailto:saklainul.rummon@bkash.com">saklainul.rummon@bkash.com</a>
Description of the Project (less than 500 words)	<p>Develop Channel KYC Automation and Merchant On-boarding Platform:</p> <ul style="list-style-type: none"> <li>• Scanning Module</li> <li>• Info Update Module</li> <li>• ECDB Verify Module</li> <li>• Image Quality Module – IQC1</li> <li>• Data Entry Module</li> <li>• Download Data Dump</li> <li>• Image Download and Image Migration Module</li> <li>• Dispatch Module</li> <li>• Archive module</li> <li>• Supervisor Module</li> <li>• Reject Reasons Module</li> <li>• Risk Rating Module</li> <li>• ECAD Sampling Module</li> <li>• External Affairs Module</li> <li>• System Dashboard</li> <li>• System Integrators</li> <li>• Reporting</li> <li>• Merchant On-boarding, Registration and info update module</li> </ul>
Description of the Actual Services Provided by your Firm (less than 300 words)	<p>Develop Channel KYC Automation Solution Software and Merchant on-boarding platform with following modules:</p> <ul style="list-style-type: none"> <li>• Scanning Module</li> <li>• Info Update Module</li> <li>• ECDB Verify Module</li> <li>• Image Quality Module – IQC1</li> <li>• Data Entry Module</li> </ul>

	<ul style="list-style-type: none"> <li>• Download Data Dump</li> <li>• Image Download and Image Migration Module</li> <li>• Dispatch Module</li> <li>• Archive module</li> <li>• Supervisor Module</li> <li>• Reject Reasons Module</li> <li>• Risk Rating Module</li> <li>• ECAD Sampling Module</li> <li>• External Affairs Module</li> <li>• System Dashboard</li> <li>• System Integrators</li> <li>• Reporting</li> <li>• Merchant On-boarding, Registration and info update module</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	

**Mutual Trust Bank Limited (Trade, Remittance and Foreign currency account)**

Project Name	WORK ORDER FOR SUPPLY & INSTALLATION OF "DOCUMENT MANAGEMENT SYSTEM (DMS) FOR IMPLEMENTATION OF CENTRALIZED INTERNATIOAL TRADE OPERATIONS AND CENTRAL REMITTANCE & FOREIGN CURRENCY ACCOUNT OPERATIONS FOR MTB
Name of Client	Mutual Trust Bank Limited
Project location within Country	Dhaka, MTB premises
Participation	As a lead firm
Value of Services	62,00,000/-
Source of Financing	Company's own fund
Start Date 05/2021	Completion Date On-going
Name of Associate Firms (if any)	N/A
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed	Project Manager: Mohammad Syful Islam Noman, Team Leader: Md. Reazul Islam Palash, Other senior Staff: Md. Nurul Islam , Md. Moniruzzaman Miah, Md. Nayem Abdullah, Mamun Mia, Forhadul Islam, Shams Shahriar Sharif, Shuvro Roy, Mir Bahar Nurul Amin, Rezoanul Arefin.
Customer Contact Details	AMITAV KAISER EVP & HoMID <a href="mailto:amitav.kaiser@mutualtrustbank.com">amitav.kaiser@mutualtrustbank.com</a> Phone: 984 6966; 984 2429/Ext. 2310 Fax : 9844303
Description of the Project (less than 500 words)	<p><b>Centralized Trade Operations:</b></p> <ul style="list-style-type: none"> <li>• Workflow Process of Transactions &amp; Related DMS:</li> <li>• Import (16+ processes)</li> <li>• Export (35+ Processes)</li> <li>• Guarantee/ Standby (16+ Processes)</li> </ul> <p><b>Centralized Remittance &amp; FC AC Operations:</b></p> <ul style="list-style-type: none"> <li>• Workflow Process of Transactions &amp; Related DMS (8+ Processes)</li> <li>• Inward Remittance:</li> <li>• Outward Remittance:</li> <li>• FC AC Transactions</li> <li>• FDD Issuance</li> <li>• Regulatory Compliance</li> </ul> <p><b>Central Reporting MIS &amp; FSD Department (6+ Processes)</b></p> <ul style="list-style-type: none"> <li>- MIS Support, Quarterly Statements, Statement Submissions, Half Yearly Statements, Regulatory Reports, Yearly Statements, Daily Reports, FSD Support, Weekly Reports, Regulatory Compliance, Monthly Reports, Returns &amp; Forms (70+ items), Statements (100+ Items), Monthly Reports, Statements (71 items)</li> </ul>

	<p><b>Inspection! Audit &amp; Compliance Handling (3+ Processes) and any additional Work Process flows to add or delete without CR as decided in SRS Period</b></p> <p><b>Audit Trial</b></p> <ul style="list-style-type: none"> <li>• Dashboard</li> <li>• Employee Movement &amp; Other SLA Management</li> <li>• Advance Searches</li> </ul> <p><b>Archival of all above Processes &amp; Documents</b></p> <p><b>Customer Online Application - Web Portal/ Customer Interface Integrations</b></p> <ul style="list-style-type: none"> <li>• Core Banking</li> <li>• Additional 3 integrations</li> </ul>
❑Description of the Actual Services Provided by your Firm (less than 300 words)	<p><b>Centralized Trade Operations:</b></p> <ul style="list-style-type: none"> <li>• Workflow Process of Transactions &amp; Related DMS:</li> <li>• Import (16+ processes)</li> <li>• Export (35+ Processes)</li> <li>• Guarantee/ Standby (16+ Processes)</li> </ul> <p><b>Centralized Remittance &amp; FC AC Operations:</b></p> <ul style="list-style-type: none"> <li>• Workflow Process of Transactions &amp; Related DMS (8+ Processes)</li> <li>• Inward Remittance:</li> <li>• Outward Remittance:</li> <li>• FC AC Transactions</li> <li>• FDD Issuance</li> <li>• Regulatory Compliance</li> </ul> <p><b>Central Reporting MIS &amp; FSD Department (6+ Processes)</b></p> <ul style="list-style-type: none"> <li>- MIS Support, Quarterly Statements, Statement Submissions, Half Yearly Statements, Regulatory Reports, Yearly Statements, Daily Reports, FSD Support, Weekly Reports, Regulatory Compliance, Monthly Reports, Returns &amp; Forms (70+ items), Statements (100+ Items), Monthly Reports, Statements (71 items)</li> </ul> <p><b>Inspection! Audit &amp; Compliance Handling (3+ Processes) and any additional Work Process flows to add or delete without CR as decided in SRS Period</b></p> <p><b>Audit Trial</b></p> <ul style="list-style-type: none"> <li>• Dashboard</li> <li>• Employee Movement &amp; Other SLA Management</li> <li>• Advance Searches</li> </ul> <p><b>Archival of all above Processes &amp; Documents</b></p> <p><b>Customer Online Application - Web Portal/ Customer Interface Integrations</b></p> <ul style="list-style-type: none"> <li>• Core Banking</li> <li>• Additional 3 integrations</li> </ul>
Firm's Name	Devnet Limited
Authorized Signature	



## মিউচ্যাল ট্রাস্ট ব্যাংক লিমিটেড Mutual Trust Bank Ltd.

*you can bank on us*

MTB/CHO/MID/WO- 106/2021

May 18, 2021

**MTB Infrastructure Division**

**The Managing Director  
Devnet Limited  
BDBL Bhaban (Level 9, East)  
12 Kawran Bazar  
Dhaka-1215**

Attn: Mr. A.S.M. Fahad, Manager, Digital Transformation.

Dear Sir:

**WORK ORDER FOR SUPPLY & INSTALLATION OF DOCUMENT MANAGEMENT SYSTEM (DMS) FOR IMPLEMENTATION OF CENTRALIZED INTERNATIONAL TRADE OPERATIONS AND CENTRAL REMITTANCE & FOREIGN CURRENCY ACCOUNT OPERATIONS FOR MTB**

Please accept best compliments from Mutual Trust Bank Limited (MTB).

**01.** We are pleased to inform you that the bank accepted your proposal Ref. No. DNL/2021/047D; dated April 25, 2021, for supply & installation of " Document Management System (DMS) for implementation of centralized International Trade Operations and Central Remittance & FC A/C Operations for MTB" as per the terms and conditions mentioned hereunder:

Description	Scope	Project Timeline	Software Cost including VAT & Tax	AMC	(Amount in BDT)
Document Management System for Centralized International Trade Operations & Central Remittance & FC AC Operations Warranty: 01 year from the date of Go-live (full product)	As per Annex-A	As per Annex-B	6,200,000.00	18% of Software Cost i.e. <b>1,116,000.00</b>	

**02. Terms & Conditions:**

- Price includes VAT & Tax and any kind of charge thereof.
- Price includes delivery, installation and commissioning charges.
- Delivery and installation shall be done as per project timeline (Annex- B).
- Delivery shall be made at MTB ITS Division.
- In case Bank does not receive the acknowledgement within 03 days from the date of work order, it will be treated that you have accepted the terms and conditions of the Work Order. Bank has the right to cancel the issue of Work Order/Purchase Order.
- 1% may be deducted from the bills for per week delay for each phase. Bank must be informed for any foreseeable delay due to uncontrolled situations prior to exceed the delivery lead time which may be considered by the bank if situations justify such delay. In this regard, the decision of Head of MID will be considered as final.

*[Signature]*

Corporate Head Office: MTB Centre, 26 Gulshan Avenue, Gulshan 1, Dhaka 1212  
Phone : 880 (2) 5881 2298, 222 283 966, Fax : 880 (2) 222 264 303, SWIFT : MTBL BD DH E-mail : info@mutualtrustbank.com

[www.mutualtrustbank.com](http://www.mutualtrustbank.com)



## মিউচুয়াল ট্রাস্ট ব্যাংক লিমিটেড Mutual Trust Bank Ltd.

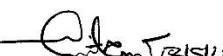
Continuation sheet

### WORK ORDER FOR SUPPLY & INSTALLATION OF DOCUMENT MANAGEMENT SYSTEM (DMS) FOR IMPLEMENTATION OF CENTRALIZED INTERNATIONAL TRADE OPERATIONS AND CENTRAL REMITTANCE & FOREIGN CURRENCY ACCOUNT OPERATIONS FOR MTB

Page 2 of Work order No. 106/2021 dated May 18, 2021

- g. Annual Maintenance Charge (AMC) will be BDT 1,116,000.00 per year (including VAT & AIT) on a "Quarterly basis" (4 times a year) and on a "Post-Paid basis" after warranty period. Before AMC period starts, a separate Service Level Agreement (SLA) shall be carried out.
- h. Change Request (CR) Rate (If required): BDT 12,500.00 per man-day including VAT and Tax, shall be paid after completion of entire work by both parties agreed time schedule.
- i. In the event of supply of any item, which does not match with the required specification, quality or sample's quality or is of substandard quality, the bank reserves the right for outright rejection of the goods, and the supplier will have to take back those at their own cost and will replace with acceptable quality within the time frame as mutually agreed upon by the bank and the Supplier.
- j. In case of any technical or financial damage or any kind of damage thereof in regard to supplied goods/services/work or lives or properties either owned by the Bank or others during the time of delivery, installation or commissioning, complete compensation is to be borne by your company and to be settled within 30 days.
- k. Facilities shall be kept to integrate workflow module as complimentary. MTB will have the authority to initiate and create/ customized necessary workflow/ input fields without any involvement of Devnet. Accommodation of such new fields in the existing reports will also be complimentary.
- l. Mode of Payment will be as
  - i. 20% of the work order will be paid in advance upon issuance of Work Order.
  - ii. 40% after successful Final Deployment in live server for UAT & Go Live for Phase 1.
  - iii. 40% after successful Final Deployment in live server for UAT & Go Live for Phase 2 & Final GO live
  - iv. Job completion certificate should be obtained from MITS Division while MTB ITS Division will confirm the installation of the systems.
- m. You have to provide necessary training to the MTB users to operate the software smoothly and to be capable to face the trouble shooting of the software.
- n. The DMS for MITS application will be so developed that it can be accessed using the existing Interface being used by LOD and CAD and therefore will use the existing servers and database.
- o. 24 hours uninterrupted service facilities to be ensured.
- p. Bank reserves the right to cancel the work order at any time without assigning any reason thereof.

Thank you.

  
AMITAV KAISER

HoMID

[amitav.kaiser@mutualtrustbank.com](mailto:amitav.kaiser@mutualtrustbank.com)

Telephone: 5881 2298; 222 283 966 /Ext. 2310

Faxsimile: 222 264 303

  
SHYAMOL BORAN DAS

Chief Information & Digital Officer

[shyamol.das@mutualtrustbank.com](mailto:shyamol.das@mutualtrustbank.com)

Telephone: 5881 2298; 222 283 966/Ext. 2020

Faxsimile: 222 264 303



Corporate Head Office: MTB Centre, 26 Gulshan Avenue, Gulshan 1, Dhaka 1212  
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# মিউচুয়াল ট্রাস্ট ব্যাংক লিমিটেড

## Mutual Trust Bank Ltd.

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### Scope of Work

Continuation sheet

Annex- A

Document Management System for Centralized International Trade Operations & Central Remittance & FC AC Operations															
<b>SCOPE OF WORK AS PER RFP</b>															
<b>Centralized Trade Operations:</b>															
<ul style="list-style-type: none"> <li>- Workflow Process of Transactions &amp; Related DMS:</li> <li>- Import (16+ processes)</li> <li>- Export (35+ Processes)</li> <li>- Guarantee/ Standby (16+ Processes)</li> </ul>															
<b>Centralized Remittance &amp; FC AC Operations:</b>															
<ul style="list-style-type: none"> <li>- Workflow Process of Transactions &amp; Related DMS (8+ Processes)</li> <li>- Inward Remittance:</li> <li>- Outward Remittance:</li> <li>- FC AC Transactions</li> <li>- FDD Issuance</li> <li>- Regulatory Compliance</li> </ul>															
<b>Central Reporting MIS &amp; FSD Department (6+ Processes)</b>															
<table border="0"> <tr> <td>- MIS Support</td> <td>- Quarterly Statements</td> </tr> <tr> <td>- Statement Submissions</td> <td>- Half Yearly Statements</td> </tr> <tr> <td>- Regulatory Reports</td> <td>- Yearly Statements</td> </tr> <tr> <td>- Daily Reports</td> <td>- FSD Support</td> </tr> <tr> <td>- Weekly Reports</td> <td>- Regulatory Compliance</td> </tr> <tr> <td>- Monthly Reports</td> <td>- Returns &amp; Forms (70+ items), Statements (100+ Items)</td> </tr> <tr> <td>- Monthly Reports</td> <td>- Statements (71 items)</td> </tr> </table>		- MIS Support	- Quarterly Statements	- Statement Submissions	- Half Yearly Statements	- Regulatory Reports	- Yearly Statements	- Daily Reports	- FSD Support	- Weekly Reports	- Regulatory Compliance	- Monthly Reports	- Returns & Forms (70+ items), Statements (100+ Items)	- Monthly Reports	- Statements (71 items)
- MIS Support	- Quarterly Statements														
- Statement Submissions	- Half Yearly Statements														
- Regulatory Reports	- Yearly Statements														
- Daily Reports	- FSD Support														
- Weekly Reports	- Regulatory Compliance														
- Monthly Reports	- Returns & Forms (70+ items), Statements (100+ Items)														
- Monthly Reports	- Statements (71 items)														
<b>Inspection/Audit &amp; Compliance Handling (3+ Processes) and any additional Work Process flows to add or delete without CR as decided in SRS Period</b>															
<b>Audit Trial</b>															
<ul style="list-style-type: none"> <li>- Dashboard</li> <li>- Employee Movement &amp; Other SLA Management</li> <li>- Advance Searches</li> </ul>															
<b>(Detail Requirements to fix up in SRS Period)</b>															
<b>Archival of all above Processes &amp; Documents (Current &amp; Previous /Legacy)</b>															
<b>(Detail Requirements to fix up in SRS Period)</b>															
<b>Customer Online Application - Web Portal/ Customer Interface</b>															
<b>(Detail Requirement to fix up in SRS Period)</b>															
<b>Integrations</b>															
<ul style="list-style-type: none"> <li>- Core Banking</li> <li>- Additional 3 integrations</li> </ul>															

✓  
— Alia

Corporate Head Office: MTB Centre, 26 Gulshan Avenue, Gulshan 1, Dhaka 1212  
 Phone : 880 (2) 5881 2298, 222 283 966, Fax : 880 (2) 222 264 303, SWIFT : MTBL BD DH E-mail : info@mutualtrustbank.com

www.mutualtrustbank.com



# মিউচুয়াল ট্রাস্ট ব্যাংক লিমিটেড

## Mutual Trust Bank Ltd.

*you can bank on us*

Continuation sheet

Annex- B

### Project Timeline

Sl.	Timeline	Milestone / Event as per RFP
1.	15 to 30 Days from the date of work order	Submission of SRS
2.	3 Months after submission of SRS	<b>Phase 1 - Completion</b> - Customized Workflow Engine - Customer Web Portal / Customer Interface - All 84 Workflows with Document Management and archival. - Reporting relevant to respective 84 workflows. - All relevant integration related to workflows. - Document Management & Archival (For all the above detailed scope will be defined during SRS)
	15 Days	<b>Phase 1 - Successful Final Deployment in live server for UAT &amp; Go Live for Phase 1</b>
3.	1 Month & 15 Days	<b>Phase 2 - Completion</b> - Detailed Reporting - Audit Trail & other SLA Management - All other integrations - IT Security Compliance and other technical (For all the above detailed scope will be defined during SRS)
	10 Days	<b>Phase 2 - Successful Final Deployment in live server for UAT &amp; Go Live for Phase 2 &amp; Final GO live</b>

### Phase wise Description as per RFP

Phase	Phase wise Elements/ Requirements	Reference in RFP
Phase 1	Customized Workflow Engine	<u>Point 1 to 9 of RFP</u> - Customer Submission (Direct to Branch/MITS - Manual or Web portal) - Workflows among Screening Desk, Transaction Processing Desk, Verification Desk, Authorization Desk for all processes - 4 level escalations when required - Email notifications
	Customer Web Interface	- Submission of Transactions (Request/Application) by customers.
	All 84 Workflows as per RFP with archival & Document Management & Reporting Relevant Integration related to workflows	<u>Point 10 of RFP</u> - Workflow Process: Serial 1 to 84 Import - Workflow Sl 1 to 16 = 16 Workflows Export - Workflow Sl 17 to 51 = 35 Workflows Guaranteed - Workflow Sl 52 to 67 = 16 Workflows Central Reporting MIS & FSD Reporting - Workflow Sl 68 to 73 = 6 Workflows Inspection/Audit & Compliance Handling - Sl 74 to 76 = 3 Workflows Remittance & FC AC - Workflow Sl 77 to 84 = 8 Workflows <u>Point 12 of RFP</u> - Document Archival (Current & Previous Legacy) (includes Bulk & Name wise Upload)
	UAT & Go-live of Phase 1	
Phase 2	Audit Trail Detailed Reporting & Other SLA Management	<u>Point 11 (11.1 to 11.5) of RFP</u> Dashboards & History of all workflows Workflows Within Cutoff time, Beyond Cutoff time, Same Day Process Queue, Next Day Process etc Employee Movement, Advanced Search/ Reporting
	IT Security Requirements	<u>Point 13 of RFP</u>
	All other integrations & Technical requirements	<u>Point 14 of RFP</u>
	UAT & Go-live of Phase 2 & Final Go-live	

Corporate Head Office: MTB Centre, 26 Gulshan Avenue, Gulshan 1, Dhaka 1212

Phone : 880 (2) 5881 2298, 222 283 966, Fax : 880 (2) 222 264 303, SWIFT : MTBL BD DH E-mail : info@mutualtrustbank.com

[www.mutualtrustbank.com](http://www.mutualtrustbank.com)

**IPDC Finance Limited**

Project Name	Digital Archiving Software named "Docudex EDMS".
Name of Client	IPDC Finance Limited
Project location within Country	Dhaka, Bangladesh
Participation	As a lead firm
Value of Services	8,00,000/-
Source of Financing	Company's own fund
Start Date (15/01/17)	Completion Date (16/11/15)
Name of Associate Firms (if any)	N/A
Customer Contact Details	Sami Huda SVP & Head of IT Contact No. +88 01914583477 Hosna Centre (4th floor), 106 Gulshan Avenue Dhaka-1212
Description of the Project (less than 500 words)	Centralized Electronic Document Management System "EDMS"
Description of the Actual Services Provided by your Firm (less than 300 words)	Centralized Electronic Document Management System "EDMS"
Firm's Name	Devnet Limited
Authorized Signature	



**IPDC/Admin-IT/DL/124-2017**

January 15, 2017

**IPDC Finance Limited**  
Hosna Centre (4<sup>th</sup> Floor)  
106 Gulshan Avenue, Dhaka 1212  
C 16519, +88 09612 885 533  
+88 02 988 5532 (Fax)  
email@ipdcbd.com  
ipdcfinance @www.ipdcbd.com

**Devnet Limited**  
9<sup>th</sup> Floor (East), EDBL Bhaban  
12, Karwan Bazar  
Dhaka 1215, Bangladesh.

**Attention: Mr. Mohi Uddin Ahmed (Hasan) - Account Manager, Sales & Marketing**

**Subject: Purchase order of eDMS For IPDC.**

In reference to your financial proposal dated November 30, 2016 we are pleased to furnish this purchase order regarding the captioned subject. This will be in accordance to our requirements mentioned to you, as well as the proposal from your end. Please find the subject mentioned order with the following description:

SL	Particulars	Quantity	Price	Amount
1	Centralized EDMS- ONE TIME Docudex EDMS V3.50 Additional price Based upon Customization	01	8,00,000.00	8,00,000.00
<b>Total Amount</b>				<b>8,00,000.00</b>

Consulting & Template	Price	Total amount
From & Template Design	1,00,000.00	1,00,000.00
VAT 4.5%		45,00.00
<b>Total Amount</b>		<b>1,04,500.00</b>

Please note that Government levies of VAT and AIT shall be deducted from the payment of **BDT 9,04500/-**(Nine Lac Forty Five Thousand taka only).The final payment will be made after 30 days completion of supply. Please send us the invoice after completion of the task.

If you agree with the above terms and conditions please receive the work order signing the IPDC office copy.

Thanking you,



**Md. Mazba Uddin**  
Assis. Executive-Admin



জোগা প্রকল্প

### 3.3 List of Experiences in Similar Areas (GPAD)

**GPAD** has a strong record of accomplishment of similar assignments such as **Website development, WebGIS Mapping, Web programming, GIS Mapping, Trainings, Training Manual Development, Capacity Building** etc. The firms have conducted the following similar assignments for major development projects. This section highlights our experience in the following areas:

The completed similar major projects carried out by GPAD are presented in the following table:

Sl. No.	Project Name	Type of Services	Name of the Client	Service Duration(Start & End Dates)	Value of Service Provided by the Firm (BDT)
1.	Consultancy services for Website Development and Management of Ulania Social Welfare Society (USWS)	Web development, Capacity building, Web GIS, Web Design, Website development, Training, Training Manual Development	Ulania Social Welfare Society (USWS), Bangladesh	2013 - 2014	30,000.00
2.	Consultancy services for Website Development and Management of Municipal Town Planners Association of Bangladesh (MTPAB)	Web development, Capacity building, Web GIS, Web Design, Website development, Training, Training Manual Development	Municipal Town Planners Association of Bangladesh (MTPAB), Bangladesh	2013	30,000.00
3.	Consultancy services for Website Development and Management of Patgram Municipality	Web development, Capacity building, Web GIS, Web Design, Website development, Training, Training Manual Development	Patgram Municipality, Bangladesh	2012 ~ 2013	30,000.00
4.	Consultancy services for Website Development and Management of Nilphamari Municipality	Web development, Capacity building, Web GIS, Web Design, Website development, Training, Training	Nilphamari Municipality, Bangladesh	2012	30,000.00

<b>Sl. No.</b>	<b>Project Name</b>	<b>Type of Services</b>	<b>Name of the Client</b>	<b>Service Duration(Start &amp; End Dates)</b>	<b>Value of Service Provided by the Firm (BDT)</b>
		Manual Development			
5.	Training on Monitoring, Evaluation, Ac-countability and Learning (MEAL) Team of Save the Children, Save the Children Dhaka Office, 2019	Web Design Training, Training Manual Development	Save the Children, Bangladesh, Dhaka Office	2019 (03 Days)	30,000.00
6.	Training on Fundamentals of GIS of Save the Children Officials	Web Design Training, Training Manual Development	Save the Children, Bangladesh, Dhaka Office	2014 (05 Days)	120,000.00
7.	Training Course on Fundamental of Geo-graphic Information System (GIS)	Web Design Training, Training Manual Development	Information & Communication Services	Apr 2014-June 2014	75,000.00
8.	GIS Training of East West Property (Pvt.) Ltd, Basundhara Group officials	Web Design Training, Training Manual Development	East West Property (Pvt.) Ltd, Basundhara Group, Dhaka	June 2012-Dec 2012	40,000.00
9.	Training on GPS (Hand-held) Data Collection, Mapping and Presentation of GPS data in MapWindow GIS	Web Design Training, Training Manual Development	Medecins Sans Frontières (MSF), Bangladesh	2010-2011	45,000.00
10.	Impact mapping analysis through GIS survey of water points, community clinic, EPI site, Sanitation point, cyclone shelter, DRR coverage, social inclusion and liveli-hood services	Web Design Training, Training Manual Development	World Vision, Bang-ladesh	May 2022-August 2022	2,026,500.00
11.	Citywide Assessment	Web Design Training, Training Manual Development	World Vision, Bangladesh	May 2022-Jul 2022	1,628,527.78
12.	Baseline Study and GIS Mapping of Wash Assessment of Primary Schools in The Cities of	Web Design Training, Training Manual Development	Water & Sanitation for the Urban Poor (WSUP), Bangladesh	Sept 2019-Dec 2019	1,245,000.00

<b>Sl. No.</b>	<b>Project Name</b>	<b>Type of Services</b>	<b>Name of the Client</b>	<b>Service Duration(Start &amp; End Dates)</b>	<b>Value of Service Provided by the Firm (BDT)</b>
	Rangpur, Gazipur and Chattogram				
13.	Market and Technology Research on Bio-fil Toilet	Web Design Training, Training Manual Development	BOP Innovation Services Bangladesh Pvt. Ltd	March 2021-June 2021	7,20,000 .00
14.	Consultancy Services for WASH Behavior and Infrastructure Condition in Low Income Communities of Ward No. 39 & 40 of Chattogram City Corporation (CCC)	Web Design Training, Training Manual Development	Water & Sanitation for the Urban Poor (WSUP), Bangladesh	July 2020-Nov 2020	10,00,00 0.00
15.	Conducting needs assessment and GIS mapping in the Low-Income communities (LICs) for WASH improvement in two wards (38 & 41) Chattogram City Corporation (CCC)	Web Design Training, Training Manual Development	Water & Sanitation for the Urban Poor (WSUP), Bangladesh	March 2022-Till to date	844,000. 00
16.	Baseline Study of Existing WASH Facilities in Selected Areas of Ashulia where Kontoor Brands, Inc.'s Supplying Factories' Workers and Dwelling	Web Design Training, Training Manual Development	Water & Sanitation for the Urban Poor (WSUP), Bangladesh	Dec 2019-Jan 2020	300,000. 00
17.	WASH assessment GIS Mapping of LICs in Dhaka South City Corporation	Web Design Training, Training Manual Development	Water & Sanitation for the Urban Poor (WSUP), Bangladesh	May 2019– Jul 2019	1,628,52 7.78
18.	Monitoring Training on TAB based Data Collection (Kobo Collect, Fulcrum, ODK, Hervestyourdata)	Web Design Training, Training Manual Development	BRAC, Dhaka	Sep 2019- Sep 2019 (05 Days)	140,380. 00
19.	Training on MEAL and WASH Team of Solidarities International, Bangladesh, at Taknuf, 2019	Web Design Training, Training Manual Development	Solidarities International, Bangladesh, Taknuf	July 2019- July 2019 (06 Days)	25,000.0 0

<b>Sl. No.</b>	<b>Project Name</b>	<b>Type of Services</b>	<b>Name of the Client</b>	<b>Service Duration(Start &amp; End Dates)</b>	<b>Value of Service Provided by the Firm (BDT)</b>
20.	Training on Spatial Database Preparation and GIS Mapping	Web Design Training, Training Manual Development	Islamic Relief Worldwide	Aug 2012- Sep 2012 (1 Month)	2,00,000 .00
21.	Basic training on Geographic Information System (GIS) & Remote Sensing (RS)	Web Design Training, Training Manual Development	KUET	Jan 2015- Jan 2015 (03 Days)	1,50,000 .00
22.	Training on Geographic Information System (GIS) for Development Professionals	Web Design Training, Training Manual Development	Ipas Bangladesh	May 2021- June 2021	40,000.0 0
23.	Strengthening Capacity to Design and Implement Water and Rural Infrastructure Facility (hereinafter called the ("Technical Assistance") to the Government for the Bangladesh: Irrigation Management Improvement Project (Topographic Survey to assess technical issues and performance of completed LLP schemes constructed under CW-3, Feni)	Web Design Training, Training Manual Development	Asian Development Bank (ADB)	07 November 2021~ 15 December 2021	962,500. 00
24.	Drone survey for Road work under Preparatory Studies and Procurement Support (PSPS) ADB Loan 6019-BAN (COL): Urban Infrastructure Improvement Preparatory Facility for Narayanganj City Corporation project	Web Design Training, Training Manual Development, Drone survey	Preparatory Studies and Procurement Support (PSPS) consultant	Sep 2021- Sep 2021	99,992.0 0
25.	Preparation of Earthquake Sensitive Land Use Plan (ESLUP) for Sunamganj Pourashava under National Resilience Programme (NRP): DDM Part	Web Design Training, Training Manual Development	Sunamganj Paurashava	Aug 2021- Oct 2021	9,30,000 .00

<b>Sl. No.</b>	<b>Project Name</b>	<b>Type of Services</b>	<b>Name of the Client</b>	<b>Service Duration(Start &amp; End Dates)</b>	<b>Value of Service Provided by the Firm (BDT)</b>
26.	Consultancy service for Preparation of Master Plan & Feasibility Study of Solar Power Plant Project at Subarnachar, Noakhali, Bangladesh	Web Design Training, Training Manual Development, Feasibility study	O&M Solutions Bangladesh Ltd.	Apr 2022- Apr 2022	204,172. 00
27.	Feasibility Study for Establishment of Kuakata Convention Center	Web Design Training, Training Manual Development, Feasibility study	District Commissioner Office, Patuakhali	Mar 2022 - Ongoing	591

**Name of the Project: Website Development and Management of Ulania Social Welfare Society (USWS)**

**PDS**

<b>Assignment name:</b> Website Development and Management of Ulania Social Welfare Society (USWS)		<b>Country:</b> Bangladesh
		<b>Approx. value of the assignment:</b> BDT 30,000.00
<b>Assignment location within country:</b> Dhaka		<b>Duration of assignment (months):</b> 01
<b>Name of client:</b> Ulania Social Welfare Society (USWS), Bangladesh		<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> 2013	<b>Completion date(month/year):</b> 2013	<b>No. of staff:</b> 02, <b>No. of staff -months:</b> 02
<b>Name of Joint Venture consultants, if any:</b> No		<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved, and functions performed:</b> Required and Quality assurance officer- Md. Rejaur Rahman, Data base administrative: Jubayer Ahsan.		
<b>Detailed narrative description of project:</b> The main objective of the assignment is to develop Website and management of Ulania Social Welfare Society (USWS) which accomplished in 2013. The consultant has to undertake the following activities: <ul style="list-style-type: none"> <li>• Web GIS</li> <li>• Web Design</li> <li>• Website development</li> <li>• Training</li> <li>• Training Manual Development</li> <li>• Website Development</li> </ul>		
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"> <li>• Detailed website planning and scoping</li> <li>• Features and website functionality review</li> <li>• Pricing and timeline breakdown</li> <li>• SEO planning and consulting</li> <li>• Sitemap &amp; wireframe creation</li> <li>• Technology review and options</li> <li>• Website speed optimization</li> <li>• Data imports and API review</li> <li>• Full Stack Development.</li> <li>• Customized web app development.</li> <li>• CMS website development.</li> <li>• Static web service.</li> <li>• PHP development.</li> <li>• Word Press development.</li> </ul>		

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	



**USWS**

Date: 23/04/2014

### Project Completion Certificate

This is to certify that Geo-Planning for Advanced Development (GPAD) of House No # 11 (1<sup>st</sup> Floor), Road No # 04, Block-J, Banashree, Rampura, Dhaka-1219 was assigned for the task of **Website Development and Management of Ulania Social Welfare Society (USWS)**.

Summary of the services rendered by GPAD were as below:

Task Title	:	<b>Website Development and Management of Ulania Social Welfare Society (USWS)</b>
Contract Reference	:	Date: 2013 - 2013
Client	:	Ulania Social Welfare Society (USWS), Bangladesh
Project Area	:	Dhaka
Name and Address of the Firm	:	Geo-Planning for Advanced Development (GPAD) House No # 11 (1 <sup>st</sup> Floor), Road No # 04, Block-J, Banashree, Rampura, Dhaka-1219, Bangladesh.
Task's Achieved	:	<ul style="list-style-type: none"> <li>• Dynamic Website</li> </ul>
Key Activities	:	<ul style="list-style-type: none"> <li>• Web GIS</li> <li>• Web Design</li> </ul>
Project Cost	:	30,000.00 (Thirty Thousands Only)
Starting Date	:	2013
Completion Date	:	2013

GPAD successfully completed the assigned task within due time and they are found professional, efficient and sincere in their work and proven to have excellent working knowledge with advanced techniques and software. I wish them every success in future.



Md. Abdur Razzak Khalifa  
President  
Ulania Social Welfare Society (USWS)

**USWS**

House No. 1043 (4<sup>th</sup> Floor), Road No.: 14/A, Baitul Aman Housing Estate  
Adabor, Mohammadpur, Dhaka-1207  
Cell: 01711-269621, 01819-475203, E-mail: usws2006@gmail.com

**Name of the Project: Consultancy services for Website Development and Management of Municipal Town Planners Association of Bangladesh (MTPAB)**

**PDS**

<b>Assignment name:</b> Consultancy services for Website Development and Management of Municipal Town Planners Association of Bangladesh (MTPAB)	<b>Country:</b> Bangladesh
	<b>Approx. value of the assignment:</b> BDT 30,000.00
<b>Assignment location within country:</b> Bangladesh	<b>Duration of assignment (months):</b> 01
<b>Name of client:</b> Municipal Town Planners Association of Bangladesh (MTPAB), Bangladesh	<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> 2013	<b>Completion date(month/year):</b> 2013
<b>Name of Joint Venture consultants, if any:</b> No	<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved, and functions performed:</b> Required and Quality assurance officer- Md. Rejaur Rahman, Data base administrative: Jubayer Ahsan.	
<b>Detailed narrative description of project:</b> The main objective of the assignment is to develop Website and management of Municipal Town Planners Association of Bangladesh (MTPAB), Bangladesh which accomplished in 2013. The consultant has to undertake the following activities: <ul style="list-style-type: none"><li>• Web GIS</li><li>• Web Design</li><li>• Website development</li><li>• Training</li><li>• Training Manual Development</li><li>• Website Development</li></ul>	
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"><li>• Detailed website planning and scoping</li><li>• Features and website functionality review</li><li>• Pricing and timeline breakdown</li><li>• SEO planning and consulting</li><li>• Sitemap &amp; wireframe creation</li><li>• Technology review and options</li><li>• Website speed optimization</li><li>• Data imports and API review</li><li>• Full Stack Development.</li><li>• Customized web app development.</li><li>• CMS website development.</li><li>• Static web service.</li><li>• PHP development.</li><li>• Word Press development.</li></ul>	

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	

**Name of the Project: Website Development and Management of Patgram Municipality.**
**PDS**

<b>Assignment name:</b> Website Development and Management of Patgram Municipality.		<b>Country:</b> Bangladesh <b>Approx. value of the assignment:</b> BDT 30,000.00
<b>Assignment location within country:</b> Lalmonirhat		<b>Duration of assignment (months):</b> 01
<b>Name of Client:</b> Patgram Municipality, Bangladesh		<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> 2012	<b>Completion date(month/year):</b> 2013	<b>No. of staff:</b> 02, <b>No. of staff -months:</b> 02
<b>Name of Joint Venture consultants, if any:</b> No		<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved, and functions performed:</b> Required and Quality assurance officer- Md. Rejaur Rahman, Data base administrative: Jubayer Ahsan.		
<b>Detailed narrative description of project:</b> The main objective of the assignment is to develop Website and management of Ulania Social Welfare Society (USWS) which accomplished in 2013. The consultant has to undertake the following activities:		
<ul style="list-style-type: none"> <li>• Web GIS</li> <li>• Web Design</li> <li>• Website development</li> <li>• Training</li> <li>• Training Manual Development</li> <li>• Website Development</li> </ul>		
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"> <li>• Detailed website planning and scoping</li> <li>• Features and website functionality review</li> <li>• Pricing and timeline breakdown</li> <li>• SEO planning and consulting</li> <li>• Sitemap &amp; wireframe creation</li> <li>• Technology review and options</li> <li>• Website speed optimization</li> <li>• Data imports and API review</li> <li>• Full Stack Development.</li> <li>• Customized web app development.</li> <li>• CMS website development.</li> <li>• Static web service.</li> <li>• PHP development.</li> <li>• Word Press development.</li> </ul>		

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	

**Name of the Project: Consultancy services for Website Development and Management of Nilphamari Municipality**

## PDS

<b>Assignment name:</b> Consultancy services for Website Development and Management of Nilphamari Municipality		<b>Country:</b> Bangladesh
		<b>Approx. value of the assignment:</b> BDT 30,000.00
<b>Assignment location within country:</b> Bangladesh		<b>Duration of assignment (months):</b> 01
<b>Name of client:</b> Nilphamari Municipality, Bangladesh		<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> 2012	<b>Completion date(month/year):</b> 2012	<b>No. of staff:</b> 02 <b>No. of staff -months:</b> 02
<b>Name of Joint Venture consultants, if any:</b> No		<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved, and functions performed:</b> Required and Quality assurance officer- Md. Rejaur Rahman, Data base administrative: Jubayer Ahsan.		
<b>Detailed narrative description of project:</b> The main objective of the assignment is to develop Website and management of Nilphamari Municipality which accomplished in 2013. The consultant has to undertake the following activities:		
<ul style="list-style-type: none"> <li>• Web GIS</li> <li>• Web Design</li> <li>• Website development</li> <li>• Training</li> <li>• Training Manual Development</li> <li>• Website Development</li> </ul>		
<b>Detailed description of actual services provided by the staff:</b>		
<ul style="list-style-type: none"> <li>• Detailed website planning and scoping</li> <li>• Features and website functionality review</li> <li>• Pricing and timeline breakdown</li> <li>• SEO planning and consulting</li> <li>• Sitemap &amp; wireframe creation</li> <li>• Technology review and options</li> <li>• Website speed optimization</li> <li>• Data imports and API review</li> <li>• Full Stack Development.</li> <li>• Customized web app development.</li> <li>• CMS website development.</li> <li>• Static web service.</li> <li>• PHP development.</li> <li>• Word Press development.</li> </ul>		

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	

ফোন : ০৫৫১-৬১৬০১  
ফ্যাক্স : ০৫৫১-৬১৬০১



# নীলফামারী পৌরসভা কার্যালয়

## নীলফামারী।

### Project Completion Certificate

This is to certify that Geo-Planning for Advanced Development (GPAD) of House No # 11 (1<sup>st</sup> Floor), Road No # 04, Block-J, Banashree, Rampura, Dhaka-1219 was assigned for the task of Website Development and Management of Ulania Social Welfare Society (USWS).

Summary of the services rendered by GPAD were as below:

Task Title	: Website Development and Management of Nilphamari Municipality
Contract Reference	: Date: 2012 - 2012
Client	: Nilphamari Municipality, Bangladesh
Project Area	: Dhaka
Name and Address of the Firm	: Geo-Planning for Advanced Development (GPAD) House No # 11 (1 <sup>st</sup> Floor), Road No # 04, Block-J, Banashree, Rampura, Dhaka-1219, Bangladesh.
Task's Achieved	: <ul style="list-style-type: none"><li>• Dynamic Website</li></ul>
Key Activities	: <ul style="list-style-type: none"><li>• Web GIS</li><li>• Web Design</li></ul>
Project Cost	: 30,000.00 (Thirty Thousands Only)
Starting Date	: 2012
Completion Date	: 2012

GPAD successfully completed the assigned task within due time and they are found professional, efficient and sincere in their work and proven to have excellent working knowledge with advanced techniques and software. I wish them every success in future.

মেয়াদ

নীলফামারী পৌরসভা কার্যালয়

নীলফামারী

মোবাইল নং- ০১৭১৫-৮১২৪৪৬



Date: 23/04/2013

### Project Completion Certificate

This is to certify that Geo-Planning for Advanced Development (GPAD) of House No # 11 (1<sup>st</sup> Floor), Road No # 04, Block-J, Banashree, Rampura, Dhaka-1219 was assigned for the task **Website Development and Management of Patgram Municipality.**

Summary of the services rendered by GPAD were as below:

Task Title	:	<b>Website Development and Management of Patgram Municipality.</b>
Contract Reference	:	Date: 2012 - 2013
Client	:	Patgram Municipality, Bangladesh
Project Area	:	Lalmonirhat
Name and Address of the Firm	:	Geo-Planning for Advanced Development (GPAD) House No # 11 (1 <sup>st</sup> Floor), Road No # 04, Block-J, Banashree, Rampura, Dhaka-1219, Bangladesh.
Task's Achieved	:	<ul style="list-style-type: none"> <li>• Dynamic Website</li> </ul>
Key Activities	:	<ul style="list-style-type: none"> <li>• Web GIS</li> <li>• Web Design</li> </ul>
Project Cost	:	30,000.00 (Thirty Thousand Only)
Starting Date	:	2012
Completion Date	:	2013

GPAD successfully completed the assigned task within due time and they are found professional, efficient and sincere in their work and proven to have excellent working knowledge with advanced techniques and software.  
I wish them every success in future.

Al Mehedi Hasan  
City planner  
Patgram Municipality, Lalmonirhat

**Name of the Project: Training on Monitoring, Evaluation, Accountability and Learning (MEAL)**  
**Team of Save the Children, Save the Children Dhaka Office, 2019**

**PDS**

<b>Assignment name:</b> Training on Monitoring, Evaluation, Accountability and Learning (MEAL) Team of Save the Children, Save the Children Dhaka Office, 2019		<b>Country:</b> Bangladesh
		<b>Approx. value of the assignment:</b> BDT 672,500.00
<b>Assignment location within country:</b> Dhaka		<b>Duration of assignment (months):</b> 1 month
<b>Name of Client:</b> Save the Children, Bangladesh		<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> Sep 2019	<b>Completion date(month/year):</b> Oct 2019	<b>No. of staff:</b> 03, <b>No. of staff -months:</b> 03
<b>Name of Joint Venture consultants, if any:</b> No		<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved and functions performed:</b> Senior Training Instructor- Md. Rejaur Rahman, Training Instructor- S.S. Bidya Baron Sarker, Trainer- Md. Moniruzzaman		
<b>Detailed narrative description of project:</b> The main objective of the assignment is to provide professional training to the Save the Children Officials, which includes MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry etc. The duration of the training was 1 month long.		
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"> <li>• Training materials</li> <li>• Training schedules</li> <li>• Training on MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry</li> </ul>		

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	

**SAVE THE CHILDREN**
**PURCHASE ORDER**

This Purchase Order is Issued subject to the terms and conditions on the reverse of this document

Date :	16/09/2019			PO NO :	PO/SCI/BDCO/FY-19/01997																																	
Reference to framework agreement/Contract (if relevant)																																						
<b>SUPPLIER</b>				<b>DELIVERY/COLLECTION ADDRESS</b>																																		
Company Name :	Geo-Planning For Advanced Development			Contact Name	Mohammad Zakir Hossain Mia																																	
Supplier Id :	05013281			E-mail :	zakir.hossain2@savethechildren.org																																	
Contact Name :	Mohammad Rejaur Rahman			Address :	SCI Dhaka																																	
Email :	reja@gpadbd.net																																					
Phone :	+8801717 087 089			<b>SAVE THE CHILDREN ADDRESS</b>																																		
Fax :	n/a			Contact Name	Prasenjit Acharjee																																	
Address :	GP Ja # 12 (Ground Floor), Road # 4, Block # J, Banashree, Rampura			E-mail :	prasenjit.acharjee@savethechildren.org																																	
				Address :	House #35,Road # 43, Gulshan-2,Dhaka																																	
Delivery method : (if applicable)	Road	Shipping requirements		Required delivery date:	31/10/2019	Payment terms																																
Project Code	SOF	PR No	Line Item No	Product Code	Description of Goods/Services	Unit/Form	Req. Quantity	Currency	Price	Total Price																												
0500019	84005050	PR-BGD-DHK-201 9-00806	1	-	Consultant/Outsourcing Firm - Training Facilitation-Service details as per attached TOR	Job	1.00	BDT	672,500.000	672,500.00																												
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		0.00%Discount :	0.00																																			
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		Delivery Charge	0.00																																			
		Sub Total :	672,500.00																																			
		%VAT :																																				
		GRAND TOTAL	672,500.00																																			

In word: BDT six hundred seventy-two thousand five hundred and zero Poisa Only

**PO Specific Instructions**

- 1 All suppliers/vendors must accept the child safeguarding policy of Save the Children.
- 2 Anti-Bribery & Corruption: Save the Children suppliers/consultants must immediately report any suspicions of fraud or dishonesty in confidence to Risk and Compliance Director (abdullah.faruque@savethechildren.org) / Country Director through email.
- 3 Completion Time: All deliverables must be ensured within 05 working days as per the training schedule given by program or as per instruction of program concern person.
- 4 Vendor must send their acceptance of the PO including all terms and conditions through return email or send hardcopy acceptance to concerned procurement person. If acknowledgement is not received within 1 working day then SCI reserves the right to cancel the PO
- 5 Quality and Inspection: a) The service provider must maintain the quality as specified in the ToR (Annexure1) and technical proposal. b) The service shall be as per specifications and terms of reference and shall be certified by the representative of concern program.
- 6 Scope of Work/Deliverables: Geo-Planning For Advanced Development has to ensure all deliverables per attached TOR.
- 7 Copyright: Only Save the Children will reserve the right of this software/research data/findings/manual resource even the awarded firm cannot use/share this resources with anyone both internally/externally. Use, Share, Reprint and Reproduction of any of the content of module, video and other training materials are strictly prohibited without written permission from appropriate authority of Save the Children.
- 8 Payment will be made through A/C Payee cheque/EFT within 30 days upon satisfactorily goods received/completion of work and submission of invoice with necessary documents. Original duplicate Delivery challan received by Save the Children representative with name & sign is mandatory document for payment.
- 9 VAT and Tax shall be deducted as per rules of GoB.
- 10 This procurement will be conducted under USAID, So VAT Coupon will be provided. VAT & TAX shall be applicable as per GoB rules.
- 11 All others terms and conditions as per TOR & RFP documents.
- 12 Contact Person: All communication concerning this PO/ job shall be directed to: Save the Children in Bangladesh | Deputy Manager – MIS (Implementation) | "USAID's, MaMoni Maternal and Newborn Care Strengthening Project", House CWN (A) 35, Road 43, Gulshan 2, Dhaka 1212, Bangladesh, Email: Towhidur.rahaman@savethechildren.org, Mobile: +88 01726884909
- 13 Save the Children may terminate this Purchase Order without assigning any reason what so ever.

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Print Date 9/16/2019 02:15:56PM Ref: PO/SCI/BDCO/FY-19/01997

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The Purchase Order number must be quoted on all correspondence and documents including delivery note and invoice

Prepared By:		Checked By:	
Name :	Prasenjit Acharjee	Name :	Ziaul Kabir
Title :	Senior Officer - Strategic Sourcing	Title :	Senior Manager - Procurement & Supply Chain
Department :	Programme Operations	Department :	Programme Operations
Date :	16/09/2019	Date :	16/09/2019
<b>Approved By:</b>		Supplier acceptance:	
Name :	Joby George	We are agreed with the above terms & conditions	
Title :	Chief of Party - MNCSP		
Department :	PO - Health, Nutrition and HIV/AIDS		
Date :	16/09/2019		

## TERMS AND CONDITIONS OF PURCHASE

### **1 Definitions and Interpretation**

These terms and conditions ("Conditions") provide the basis of the contract between the supplier ("Supplier") and Save the Children International (the "Customer"), in relation to the validly issued purchase order ("Order") (the Order and the Conditions are together referred to as the "Contract"). All references in these terms and conditions to defined terms - Goods, Services, Prices and Delivery - refer to the relevant provisions of the Order.

### **2 Quality and Defects**

- 2.1 The Goods and the Services shall, as appropriate:
- correspond with their description in the Order and any applicable specification;
  - comply with all applicable statutory and regulatory requirements;
  - be of the highest quality and fit for any purposes held out by the Supplier or made known to the Supplier by the Customer;
  - be free from defects in design, material, workmanship and installation; and
  - be performed with the best care, skill and diligence in accordance with best practice in the Supplier's industry, profession or trade.

- 2.2 The Customer (including its representatives or agents) reserves the right at any time to audit the Supplier's records, inspect work being undertaken in relation to the supply of the Goods and Services and, in the case of Goods, to test them.

### **3 Compliance and Ethical Standards**

- 3.1 The Supplier, its suppliers and sub-contractors, shall
- observe the highest ethical standards, and shall comply with all applicable laws, statutes, regulations and codes (including environmental regulations and the International Labour Organisation's international labour standards on child labour and forced labour) from time to time in force,
  - comply with the following Customer policies, which are annexed: Child Safeguarding; Fraud, Bribery and Corruption; and Human Trafficking and Modern Slavery (together the "Mandatory Policies"), and
  - act in relation to the Contract in accordance with the principles of the Inter-Agency Procurement Group Code of Conduct.

- 3.2 The Supplier is taking reasonable steps (including but not limited to having in place adequate policies and procedures) to ensure it conducts its business (including its relationship with any contractor, employee, or other agent of the Supplier) in such a way as to comply with the Mandatory Policies, and shall upon request provide the Customer with information confirming its compliance.

- 3.4 The Supplier shall notify the Customer as soon as it becomes aware of any breach, or suspected or attempted breach, of the Mandatory Policies or Condition 8 (Supplier's Warranties), and shall inform the Customer of full details of any action taken in relation to the reported breach.

### **4 Delivery / Performance**

- 4.1 The Goods shall be delivered to, and the Services shall be performed at the address and on the date or within the period stated in the Order, and in either case during the Customer's usual business hours, except where otherwise agreed in the Order. Time shall be of the essence in respect of this Condition 4.1.

- 4.2 Where the date of delivery of the Goods or of performance of Services is to be specified after issue of the Order, the Supplier shall give the Customer reasonable written notice of the specified date.

- 4.3 Delivery of the goods shall take place and title in the Goods will pass on the completion of the physical transfer of the goods from the Supplier or its agents to the Customer or its agents at the address specified in the Order.

- 4.4 Risk of damage to or loss of the Goods shall pass to the Customer in accordance with the relevant provisions of Incoterms 2010 identified in the Order, or, where Incoterms do not apply, risk in the Goods shall pass to the Customer on completion of delivery.

- 4.5 The Customer shall not be deemed to have accepted any Goods or Services until the Customer has had reasonable time to inspect them following delivery and/or performance by the Supplier.

- 4.6 The Customer shall be entitled to reject any Goods delivered or Services supplied which are not in accordance with the Contract. If any Goods or Services are so rejected, at the Customer's option, the Supplier shall forthwith re-supply substitute Goods or Services which conform with the Contract. Alternatively, the Customer may cancel the Contract and return any rejected Goods to the Supplier at the Supplier's risk and expense.

### **5 Indemnity**

The Supplier shall indemnify the Customer in full against all liability, loss, damages, costs and expenses (including legal expenses) awarded against or incurred or paid by the Customer as a result of or in connection with any act or omission of the Supplier or its employees, agents or sub-contractors in performing its obligations under this Contract, and any claims made against the Customer by third parties (including claims for death, personal injury or damage to property) arising out of, or in connection with, the supply of the Goods or Services.

### **6 Price and Payment**

Payment will be made as set out in the Order and the Customer shall be entitled to off-set against the price set out in the Order all sums owed to the Customer by the Supplier.

### **7 Termination**

- 7.1 The Customer may terminate the Contract in whole or in part at any time and for any reason whatsoever by giving the Supplier at least one month's written notice.

- 7.2 The Customer may terminate the Contract with immediate effect by giving written notice to the Supplier and claim any losses (including all associated costs, liabilities and expenses including legal costs) back from the Supplier at any time if the Supplier:

- becomes insolvent, goes into liquidation, makes any voluntary arrangement with its creditors, or becomes subject to an administration order; or
- is in material breach of its obligations under the Contract or is in breach of its obligations and fails to remedy such breach within 14 days of written request from the Customer.

- 7.3 In the event of termination, all existing Orders must be completed.

### **8 Supplier's Warranties**

- 8.1 The Supplier warrants to the Customer that:

- it has all necessary internal authorisations and all authorisations from all relevant third parties to enable it to supply the Goods and the Services without infringing any applicable law, regulation, code or practice or any third party's rights;
- it will not and will procure that none of its employees will accept any commission, gift, inducement or other financial benefit from any supplier or potential supplier of the Customer;
- the Services will be performed by appropriately qualified and trained personnel, with the best care, skill and diligence and to such high standard of quality as it is reasonable for the Customer to expect in all the circumstances;
- none of its directors or officers or any of its employees have any interest in any supplier or potential supplier of the Customer or is a party to, or are otherwise interested in, any transaction or arrangement with the Customer; and
- information provided to the Customer are, and remain, complete and accurate in all material respects.

**9 Force majeure**

9.1 Neither party shall be liable for any failure or delay in performing its obligations under the Contract to the extent that such failure or delay is caused by an event that is beyond that party's reasonable control (a "Force Majeure Event") provided that the Supplier shall use best endeavours to cure such Force Majeure Event and resume performance under the Contract.

9.2 If any events or circumstances prevent the Supplier from carrying out its obligations under the Contract for a continuous period of more than 14 days, the Customer may terminate the Contract immediately by giving written notice to the Supplier.

**10 General**

10.1 The Supplier shall not use the Customer's name, branding or logo other than in accordance with the Customer's written instructions or authorisation.

10.2 The Supplier may not assign, transfer, charge, subcontract, novate or deal in any other manner with any or all of its rights or obligations under the Contract without the Customer's prior written consent.

10.3 Any notice under or in connection with the Contract shall be given in writing to the address specified in the Order or to such other address as shall be notified from time to time. For the purposes of this Condition, "writing" shall include e-mails and faxes.

10.4 If any court or competent authority finds that any provision of the Contract (or part of any provision) is invalid, illegal or unenforceable, that provision or part-provision shall, to the extent required, be deemed to be deleted, and the validity and enforceability of the other provisions of the Contract shall not be affected.

10.5 Any variation to the Contract, including the introduction of any additional terms and conditions, shall only be binding when agreed in writing and signed by both parties.

10.6 The Contract shall be governed by and construed in accordance with English law. The parties irrevocably submit to the exclusive jurisdiction of the courts of England and Wales to settle any dispute or claim arising out of or in connection with the Contract or its subject matter or formation.

10.7 A person who is not a party to the Contract shall not have any rights under or in connection with it.

## SAVE THE CHILDREN'S CHILD SAFEGUARDING POLICY

### **Our values and principles**

Child abuse is when anyone under 18 years of age is being harmed or isn't being looked after properly. The abuse can be physical, sexual, emotional or neglect. The abuse and exploitation of children happens in all countries and societies across the world. Save the Children believes that deliberate harm such as this is not acceptable.

Save the Children is also aware that children can also be harmed through preventable accidents or incidents.

It is expected that all who work with Save the Children are committed to safeguard the children whom they are in contact with and that deliberate acts to harm as well as preventable unintended harm are not tolerated.

### **What we do**

**Save the Children** is committed to safeguard children through the following means:

**Awareness:** Ensuring that all staff and those who work with Save the Children are aware of the problem of child abuse and the risks to children.

**Prevention:** Ensuring, through awareness and good practice, that staff and those who work with Save the Children minimise the risks to children.

**Reporting:** Ensuring that you are clear on what steps to take where concerns arise regarding the safety of children.

**Responding:** Ensuring that action is taken to support and protect children where concerns arise regarding possible abuse.

To help you clarify our safeguarding approach, we list here examples of behaviour which is prohibited. These include but are not limited to:

1. Hitting or otherwise physically assaulting or physically abusing children.
2. Engaging in sexual activity or having a sexual relationship with anyone under the age of 18 years regardless of the age of majority/consent or custom locally. Mistaken belief in the age of a child is not a defence.
3. Developing relationships with children which could in any way be deemed exploitative or abusive.
4. Acting in ways that may be deliberately abusive in any way or may place a child at risk of harm or abuse.
5. Failing to take action that prevent accidents or harm.
6. Using language, making suggestions or offering advice which is inappropriate, offensive or abusive.
7. Behaving physically in a manner which is inappropriate or sexually provocative.
8. Sleeping in the same bed or same room as a child, or having a child/children with whom one is working to stay overnight at a home unsupervised.
9. Doing things for children of a personal nature that they can do themselves.
10. Condoning, or participating in, behaviour of children which is illegal, unsafe or abusive.
11. Acting in ways intended to shame, humiliate, belittle or degrade children, or otherwise perpetrate any form of emotional abuse.
12. Discriminating against, showing unfair differential treatment or favour to particular children to the exclusion of others.
13. Spending excessive time alone with children away from others.
14. Placing oneself in a position where one is made vulnerable to allegations of misconduct.

In order that the above standards of reporting and responding are met, **this is what is expected of you:**

If you are worried that a child or young person is being abused or neglected, (such as in points 1, 2, 3, 4, 6, 8, 9 and 10 above for example) or you are concerned about the inappropriate behavior of an employee, or someone working with Save the Children, towards a child or young person, then you are obliged to:

- act quickly and get help
- support and respect the child
- where possible, ensure that the child is safe
- contact your Save the Children contact point (or their manager if necessary) with your concerns immediately
- keep any information confidential between you and the person you report this to.

If you want to know more about the Child Safeguarding Policy then please ask your Save the Children contact point.

## SAVE THE CHILDREN'S FRAUD, BRIBERY AND CORRUPTION POLICY

### **Our values and principles**

Save the Children has a "zero tolerance" policy towards fraud, bribery and corrupt practices (see definitions below).

All Save the Children employees, partners and vendors have a duty to protect the assets of Save the Children and to comply with relevant laws (including the UK Bribery Act 2010). Save the Children does not allow any partner, supplier, sub-contractor, agent or any individual engaged by Save the Children to behave in a dishonest manner while carrying out Save the Children's work.

### **What we do**

Save the Children is committed to preventing acts of fraud, bribery and corruption through the following means:

**Awareness:** Ensuring that all staff and those who work with Save the Children are aware of the problem of fraud, bribery and corruption.

**Prevention:** Ensuring, through awareness and good practice, that staff and those who work with Save the Children minimise the risks of fraud, bribery and corruption.

**Reporting:** Ensuring that all staff and those who work with Save the Children are clear on what steps to take where concerns arise regarding allegations of fraud, bribery and corruption.

**Responding:** Ensuring that action is taken to support and protect assets and identifying cases of fraud, bribery and corruption.

To help you identify cases of fraud, bribery and corruption, some examples have been set out below, however this list is not exhaustive. If in doubt, contact your Save the Children representative or email [scifraud@savethechildren.org](mailto:scifraud@savethechildren.org)

- a) Paying or Offering a Bribe - where a person improperly offers, gives or promises any form of material benefit or other advantage, whether in cash or in kind, to another in order to influence their conduct in any way.
- b) Receiving or Requesting a Bribe - where a person improperly requests, agrees to receive or accepts any form of material benefit or other advantage, whether in cash or in kind, which influences or is designed to influence the individual's conduct in any way.
- c) Receiving or Paying a so-called 'Grease' or 'Facilitation' payment - where a person improperly receives something of value from another party for performing a service or other action that they were required by their employment to do anyway.
- d) Nepotism or Patronage - where a person improperly uses their employment to favour or materially benefit friends, relatives or other associates in some way. For example, through the awarding of contracts or other material advantages.
- e) Embezzlement - where a person improperly uses funds, property, resources or other assets that belong to an organisation or individual.
- f) Receiving a so-called 'Kickback' Payment - where a person improperly receives a share of funds, a commission, material benefit or other advantage from a supplier as a result of their involvement in a corrupt bid or tender process.
- g) Collusion - where a person improperly colludes with others to circumvent, undermine or otherwise ignore rules, policies or guidance.
- h) Abuse of a Position of Trust - where a person improperly uses their position within their organisation to materially benefit themselves or any other party.

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i) Conflict of interest - where an individual knowingly has an undisclosed business interest in an entity involved in a commercial relationship with Save the Children.

j) Procurement fraud - where an individual engages in any dishonest behaviour relating to procurement or tendering process, e.g. falsely created bids or quotes.

k) Supply chain fraud - where an individual misdirects or steals goods, forges stock records, or creates fictitious companies through which to channel payments.

In order that the above standards of reporting and responding are met, **this is what is expected of you:**

You have a duty to protect the assets of Save the Children from any form of dishonest behaviour. Furthermore, you must immediately report any suspicion of fraud, bribery or corruption to Save the Children. Failure to report will be treated as serious and may result in termination of any agreement with Save the Children.

You are obliged to:-

- act quickly and get help through the channels mentioned below
- encourage your own staff to report on fraud, bribery and corruption
- contact a member of the Save the Children senior management team, (which includes the Country Director) and/or the Save the Children Head of Fraud Management at **Director - Risk & Compliance** ([abdullah.faruque@savethechildren.org](mailto:abdullah.faruque@savethechildren.org)) or [scifraud@savethechildren.org](mailto:scifraud@savethechildren.org) with the concerns immediately
- keep any information confidential between you and the person you report this to.

Attempted fraud, bribery and corruption is as serious as the actual acts and will be treated in the same way under this policy.

If you want to know more about the Fraud, Bribery and Corruption Policy then please contact your Save the Children representative.

#### **SAVE THE CHILDREN'S HUMAN TRAFFICKING AND MODERN SLAVERY POLICY**

##### **Our values and principles**

Save the Children does not allow any partner, supplier, sub-contractor, agent or any individual engaged by Save the Children to engage in human trafficking or modern slavery.

This policy applies to all persons working for us or on our behalf in any capacity, including employees at all levels, directors, officers, agency workers, seconded workers, volunteers, interns, agents, contractors, external consultants, third-party representatives and business partners.

##### **What is human trafficking and modern slavery?**

The Modern Slavery Act (MSA) 2015 covers four activities:

**Slavery:** Exercising powers of ownership over a person

**Servitude:** The obligation to provide services is imposed by the use of coercion

**Forced or compulsory labour** : Work or services are exacted from a person under the menace of any penalty and for which the person has not offered themselves voluntarily

**Human trafficking:** Arranging or facilitating the travel of another person with a view to their exploitation

Modern slavery, including human trafficking, is a crime and a violation of fundamental human rights. It takes various forms, such as slavery, servitude, forced and compulsory labour and human trafficking, all of which have in common the deprivation of a person's liberty by another in order to exploit them for personal or commercial gain. We have a zero-tolerance approach to modern slavery and we are committed to acting ethically and with integrity in all our business dealings and relationships and to implementing and enforcing effective systems and controls to ensure modern slavery is not taking place anywhere in our own business or in any of our supply chains.

We are also committed to ensuring there is transparency in our own business and in our approach to tackling modern slavery throughout our supply chains, consistent with our national and international disclosure obligations, and shall comply with all applicable laws, statutes, regulations and codes from time to time in force, including:

- UK Modern Slavery Act 2015 (see above);
- US Trafficking Victims Protection Act 2000;
- USAID ADS 303 Mandatory Standard Provision, Trafficking in Persons (July 2015); and
- International Labour Standards on Child Labour and Forced Labour.

##### **Our approach to preventing human trafficking and modern slavery**

Save the Children is committed to preventing human trafficking and modern slavery, including through the following means:

**Awareness:** Ensuring that all staff and those who work with Save the Children are aware of the problem of human trafficking and modern slavery.

**Prevention:** Ensuring, through awareness and good practice, that staff and those who work with Save the Children minimise the risks of human trafficking and modern slavery.

**Reporting:** Ensuring that all staff and those who work with Save the Children are clear on what steps to take where concerns arise regarding allegations of human trafficking and modern slavery.

**Responding:** Ensuring that action is taken to identify and address cases of human trafficking and modern slavery.

To help you identify cases of human trafficking and modern slavery, the following are examples of prohibited categories of behaviour:

- a. '**chattel slavery**', in which one person owns another person.
- b. '**Bonded labour**' or 'debt bondage' , which is when a person's work is the security for a debt - effectively the person is on 'a long lease' which they cannot bring to an end, and so cannot leave their 'employer'. Often the conditions of employment can be such that the labourer can't pay off their debt and is stuck for life, because of low wages, deductions for food and lodging, and high interest rates.
- c. '**Serfdom**', which is when a person has to live and work for another on the other's land.
- d. **Other forms of forced labour**, such as when passports are confiscated (sometimes by unscrupulous recruitment agencies) from migrant workers to keep them in bondage, or when a worker is 'kept in captivity' as a domestic servant. If a supplier or contractor appears to impose excessively harsh working conditions, or excessively poor wages, then you should always be alive to the possibility that a form of forced labour is occurring, and take care with your due diligence.
- e. '**Child slavery**' , which is the transfer of a young person (under 18) to another person so that the young person can be exploited. Child labour may, in fact, be a form of child slavery, and should not be tolerated. See the Save the Children Child Safeguarding Policy for further details.
- f. '**Marital and sexual slavery**' , including forced marriage, the purchase of women for marriage, forced prostitution, or other sexual exploitation of individuals through the use or threat of force or other penalty.

##### **The commitment we expect from commercial partners**

We expect the same high standards from all of our contractors, suppliers and other business partners, and as part of our contracting processes, we may include specific prohibitions against the use of forced, compulsory or trafficked labour, or anyone held in slavery or servitude, whether adults or children, and we expect that our suppliers will hold their own suppliers to the same high standards.

Please contact your Save the Children representative if you have further questions.

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Print Date 9/16/2019 02:15:56PM Ref: PO/SCI/BDCO/FY-19/01997

Page 6 of 7

**Training on Fundamentals of GIS of Save the Children Officials**
**PDS**

<b>Assignment name:</b> Training on Fundamentals of GIS of Save the Children Officials	<b>Country:</b> Bangladesh
	<b>Approx. value of the assignment:</b> BDT 120,000.00
<b>Assignment location within country:</b> Dhaka	<b>Duration of assignment (months):</b> 05 days
<b>Name of Client:</b> Save the Children, Bangladesh	<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> 2014	<b>Completion date(month/year):</b> 2014 <b>No. of staff:</b> 03, <b>No. of staff -months:</b> 03
<b>Name of Joint Venture consultants, if any:</b> No	<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved, and functions performed:</b> Senior Training Instructor- Md. Rejaur Rahman, Training Instructor- S.S. Bidya Baron Sarker, Trainer- Md. Moniruzzaman	
<b>Detailed narrative description of project:</b> The main objective of the assignment is to provide professional training to the Save the Children Officials, which includes MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry etc. The duration of the training was 5 days long.	
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"> <li>• Training materials</li> <li>• Training schedules</li> <li>• Training on MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry</li> </ul>	

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	

## Training Course on Fundamental of Geographic Information System (GIS)

### PDS

<b>Assignment name:</b> Training Course on Fundamental of Geographic Information System (GIS)	<b>Country:</b> Bangladesh <b>Approx. value of the assignment:</b> BDT 75,000.00
<b>Assignment location within country:</b> Dhaka	<b>Duration of assignment (months):</b> 3 Months
<b>Name of Client:</b> Information & Communication Services	<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> Apr, 2014	<b>Completion date(month/year):</b> June, 2014
<b>No.</b>	<b>No. of Staff-months of professional staff provided by associated consultants:</b> Nil
<b>Name of senior staff involved, and functions performed:</b> Senior Training Instructor- Md. Rejaur Rahman, Training Instructor- S.S. Biddya Baron Sarker, Trainer- Md. Moniruzzaman	
<b>Detailed narrative description of project:</b> The main objective of the assignment is to provide professional training to the DNCC Officials, which includes MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry etc. The duration of the training was 3 months long.	
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"> <li>• Training materials</li> <li>• Training schedules</li> <li>• Training on MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry etc.</li> </ul>	

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	



# Information & Communication Services

March 31, 2014.

**Geo-Planning for Advanced Development (GPAD)**

House No. # GP Ja 61 (Ground Floor)

Mohakhali, Gulshan, Dhaka-1212, Bangladesh.

Attn: Md. Rejaur Rahman, GPAD

Dear Sir,

**Work order for conduct GIS training to DNCC from 1<sup>st</sup> April 2014 – 30 June 2014**

Please accept best complement from Information & Communication Services (ICS), In terms of our discussion with you at your office and your submitted specification of training , we are offering you to supply the equipment as per following rates and specifications.

Sl.	Description.	Duration	No. of Trainees	Total Honorarium
1	Training course on Fundamental of Geographic Information System (GIS)	3 (Three Months)	30	75,000 BDT

In word: Seventy five thousand Taka only

**Payments:**

Sl.No.	Description.	Percentage	Amount
1 <sup>st</sup> Installment	With the work order	60%	45,000 BDT
3 <sup>rd</sup> Installment	After completion of the training program	40%	30,000 BDT

**Terms & Conditions:**

1. GPAD will conduct according to the requirement of the DNCC
2. Place of training will be NDCC Office, Banani, Dhaka
3. VAT & Tax: Payment will be excluding TAX & VAT.
4. Payment: Payment will be made through cheque
5. If the above noted terms & conditions are acceptable to you, please sign on the duplicate copy of this latter as a token of your acceptance.

Thanks and Best Regards,

*S. Khan.*

Md.Sazzadul Huq Khan.

CEO

Information & Communication Services.

Cell: 88-01720006505.

Proprietor *S. Khan.*

Information & Communication Services

29, Chamelibag, 1st floor, Shantinagar, Dhaka - 1217. Phone: 01720006505, 01716551014  
 web: [www.ics.com.bd](http://www.ics.com.bd), E-mail: [info@ics.com.bd](mailto:info@ics.com.bd)

**GIS Training of East West Property (Pvt.) Ltd, Basundhara Group officials**
**PDS**

<b>Assignment name:</b> GIS Training of East West Property (Pvt.) Ltd, Basundhara Group officials	<b>Country:</b> Bangladesh
	<b>Approx. value of the assignment:</b> BDT 40,000.00
<b>Assignment location within country:</b> Dhaka	<b>Duration of assignment (months):</b> 7 months
<b>Name of Client:</b> East West Property (Pvt.) Ltd, Basundhara Group, Dhaka	<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> 1 June 2012	<b>Completion date(month/year):</b> 31 Dec 2012
<b>No</b>	<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved, and functions performed:</b> Senior Training Instructor- Md. Rejaur Rahman, Training Instructor- S.S. Bidya Baron Sarker, Trainer- Md. Moniruzzaman	
<b>Detailed narrative description of project:</b> The main objective of the assignment is to provide professional training to the Basundhara Group officials, which includes MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry etc. The duration of the training was 7 months long.	
<b>Detailed description of actual services provided by the staff:</b>	<ul style="list-style-type: none"> <li>• Training materials</li> <li>• Training schedules</li> <li>• Training on MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry</li> </ul>

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	



**East West Property Development (Pvt) Ltd.**  
**ইষ্ট ওয়েস্ট প্রপার্টি ডেভেলপমেন্ট (প্রাঃ) লিঃ**  
(An Enterprise of Bashundhara Group)

Ref: EWPD (Land)/Engg/GIS/Tn/108-2

Date 12.11.15

To

The Director

GPAD Training Center

GP Ja #61 (Ground floor), Mohalhali, Gulshan, Dhaka-1212

**Subject: Work Order for GIS Training Program to the staff (3 persons) of Bashundhara group**

Ref: Your letter Reference no. GPAD/2015/GIS/2

Sir,

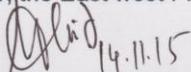
With reference to the letter above & subsequent conversion, we are pleased to issue a work order on the above mentioned training work under following terms & condition:

- That the company (**Bashundhara Group**) will pay you (**Trainer**) the first installment in advance immediately within very short period as per your proposal
- That you shall not appoint any sub-contract or third party to perform your training duties without our permission
- That you are responsible for conducting the said Training Program with maintaining all professional ethics and rules of the concerned organization
- That you are responsible to be punctual and dutiful so as to maintain training schedule within the duration said in your proposal
- That the company may terminate the contract forthwith without giving any notice if you commit or likely to commit anything which is breach of this contact

If you agree with the above terms & conditions please inform us immediately with signing this letter.

With Thanking,

For, the East west Properties Ltd



14.11.15

Mohammad Mamunur Rashid

AGM (Town Planner)

EWPD, Bashundhara group.

Corporate Office : Plot # 125/A, Block # A, Bashundhara R/A, Dhaka-1229, Bangladesh.

Phone (PABX) : 8402008, Direct: 8401061, 8401071, 8401995, 8401428, Fax : 88-02-8401520

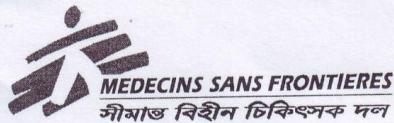
Panthapath Office : (PABX) 8119006, Direct: 8115921, 8112854, 9124260, 9111945, Site Office (River View): 7440391, 7440396

**Training on GPS (Hand-held) Data Collection, Mapping and Presentation of GPS data in MapWindow GIS**

**PDS**

<b>Assignment name:</b> GIS training for Medecins Sans Frontières (MSF) Officials		<b>Country:</b> Bangladesh <b>Approx. value of the assignment:</b> BDT 45,000.00
<b>Assignment location within country:</b> Kamrangirchar		<b>Duration of assignment (months):</b> 1 month
<b>Name of Client:</b> Medecins Sans Frontières (MSF), Bangladesh		<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> Jan 2011	<b>Completion date(month/year):</b> Jan 2011	<b>No. of staff:</b> 03 , <b>No. of staff -months:</b> 09
<b>Name of Joint Venture consultants, if any:</b> No		<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved and functions performed:</b> Senior Training Instructor- Md. Rejaur Rahman, Training Instructor- S.S. Biddya Baron Sarker, Trainer- Md. Moniruzzaman		
<b>Detailed narrative description of project:</b> The main objective of the assignment is to provide professional training to the Medecins Sans Frontieres officials, which includes MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry etc. The duration of the training was 1 month long.		
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"> <li>• Training materials</li> <li>• Training schedules</li> <li>• Training on MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry</li> </ul>		

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	



Article 5 : Termination

This agreement may be terminated by registered letter or e-mail with acknowledgement of receipt at any time by one of the parties on notice of 15 days.

Article 6 : Case

Any dispute that occurred in this agreement and which is not resolved by the two parties by amicable conciliation will be bring to the attention of the competent authorities.

Article 7 : Social charges and taxes and insurance

Payroll and related taxes are the responsibility of the service provider.

Done at Kamrangirchar , 20<sup>th</sup> December 2011

In two original copies

Signature  
(preceded by the statement, read and approved)

The service provider For MSF/B



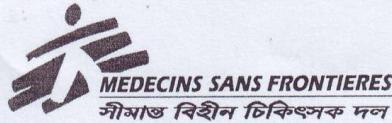
Mr Rejauf RAHMAN

GIS Specialist and Urban Planner  
Geo-Planning for Advanced Development



Lieven VERNAEVE 01/01/12  
Field coordinator  
Kamrangirchar Project  
MSFB





### SERVICE DELIVERY AGREEMENT

**Between the undersigned:**

Médecins sans Frontières (MSF) represented by Lieven VERNAEVE, Field coordinator , Kamrangirchar Project ;

and

Geo-Planning for Advanced Development(GPAD) represented by Md. Rejaur RAHMAN, GIS Specialist and Urban Planner.

**It is agreed as follows:**

**Article 1 : Description of the service**

GIS training for MSF staff, classes scheduled as follows

DATE	DAY	TIME
07-01-2011	Saturday	09:00 AM – 04 :00 PM
08-01-2011	Sunday	09:00 AM – 04 :00 PM
21-01-2011	Saturday	09:00 AM – 04 :00 PM
22-01-2011	Sunday	09:00 AM – 04 :00 PM
28-01-2011	Saturday	09:00 AM – 04 :00 PM
29-01-2011	Sunday	09:00 AM – 04 :00 PM

**GENERAL TERMS**

**Article 2 : Training fee**

A total of BDT 45000,- will be paid as remuneration for the delivery of service at accomplishments of service.

**Article 3 : Payment**

The payment will be made by cheque at the accomplishment of the service.

**Article 4 : Duration of the agreement**

The duration of the agreement will be 6 days as scheduled above. Renewable tacitly as from the date of the signature.

- Impact mapping analysis through GIS survey of water points, community clinic, EPI site, Sanitation point, cyclone shelter, DRR coverage, social inclusion and livelihood services

**PDS**

<b>Assignment name:</b> Impact mapping analysis through GIS survey of water points, community clinic, EPI site, Sanitation point, cyclone shelter, DRR coverage, social inclusion and livelihood services		<b>Country:</b> Bangladesh
		<b>Approx. value of the assignment:</b> BDT 20,26,500.00
<b>Assignment location within country:</b> Khulna		<b>Duration of assignment (months):</b> 2 Months
<b>Name of Client:</b> World Vision		<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> 5 June 2022	<b>Completion date(month/year):</b> 30 August 2022	<b>No. of staff: 03, No. of staff -months: 8</b>
<b>Name of Joint Venture consultants, if any:</b> No		<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved and functions performed:</b> Team Leader- Dr. Ahsanul Kabir, GIS Expert- Md. Rejaur Rahman, Mapping and Data Management Expert- S S Bidya Baron Sarker Project Officer (GIS)- Nusrat Jahan Parna		
<b>Detailed narrative description of project:</b> The main objectives of the project are- <ul style="list-style-type: none"> <li>Collect secondary information and current GPS points where needed to map out the impact and changes of NJP</li> <li>Organizing, managing and implementing the data collection, cleaning and aggregation activities following agreed up on survey protocols and standards procedure.</li> <li>Identifying and hiring competent enumerators and field supervisors;</li> <li>Organizing and leading in training enumerators; arranging data collection field logistics;</li> <li>Tools development and finalization</li> <li>Develop the field survey manual and survey protocols with the guidance from WV M&amp;E team and also develop a contingency plan for ensuring data quality</li> <li>Preparation of Draft Questionnaires, translation of the English questionnaire into Bengali and back translation of the Bengali questionnaire to English</li> <li>Digital Questionnaires Development in KOBO</li> <li>Field Enumerator Training in collaboration</li> <li>Field Data Collection with Digital Devices</li> <li>Report and Maps Preparation</li> </ul>		
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"> <li>Survey Plan</li> <li>Data Treatment and Analysis Plan</li> <li>Field Procedure Manual</li> <li>Survey Instrument</li> <li>Data Sets</li> <li>Maps</li> <li>Draft Survey Report</li> <li>Final Survey Report</li> <li>Evaluation Report</li> </ul>		

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	



Agreement No.: SCM NJP NO. 02/05/2022

**Bangladesh**

**AGREEMENT TO PROVIDE SERVICES:**

**IMPACT MAPPING ANALYSIS THROUGH GIS SURVEY OF WATER POINTS,  
COMMUNITY CLINIC, EPI SITE, SANITATION POINT, CYCLONE SHELTER, DRR  
COVERAGE, SOCIAL INCLUSION AND LIVELIHOOD SERVICES.**

Abedin Tower (2nd floor)  
35, Kemal Ataturk Avenue,  
Banani, Dhaka -1213,  
Bangladesh.  
P.O. Box: 9071  
tel. 9821004-11  
fax. 02-9821055  
[www.wvi.org/bangladesh](http://www.wvi.org/bangladesh)

**Date of Agreement:**

This Agreement for procuring CONSULTANCY SERVICE ("Agreement") is made on this 5th June 2022.

**BETWEEN:**

**World Vision International - Bangladesh (WVIB)** <sup>1</sup>represented by Alex Bekunda, CoP, NJP, WVIB, having its National Office at Abedin Tower (2nd Floor), 35 Kemal Ataturk Avenue, Banani, Dhaka - 1213, Telephone No. 9821004-11, Fax No. 02-9821055 (hereinafter called "WVIB /Client")

**AND**

**Geo-Planning for Advanced Development (GPAD)**, Represented by: Md. Rejaur Rahman, Managing Director having its office at House # 11 (1<sup>st</sup> Floor), Road # 04, Block # J, Banashree, Rampura, Dhaka 1219, Bangladesh, Cell: +880 (0)1717087089, Email: [gpadbd@gmail.com](mailto:gpadbd@gmail.com).

**1. Services**

- 1.1 WVIB has engaged Contractor as an independent contractor to provide the following services: "See Attachment A, entitled Terms of Reference, which is incorporated herein by reference."
- 1.2 Contractor will coordinate the performance of these services with Mr. Ranak Chandra Mohanta, Sr. M&E Manager – Nobo Jatra project, World Vision Bangladesh, Cell: +880-1711 028699, E-mail: [ranak\\_mohanta@wvi.org](mailto:ranak_mohanta@wvi.org).
- 1.3 Contractor will supply, at Contractor's sole expense, all equipment, materials and/or supplies necessary to perform the services under this Agreement
- 1.4 Contractor will comply with additional donor terms and conditions which can be found in Attachment B. Contractor understands and accepts that donor may add or modify terms and conditions at any time and, upon receiving notice of such changes, Contractor will comply with any additional terms and conditions.

**2. Time Schedule**

- 1.1 Contractor will begin providing services immediately upon signing this Agreement and will complete all services by August 30, 2022, unless this Agreement has been amended or terminated sooner in accordance with its provisions.

<sup>1</sup> WVII also referred to as WVII in the context of Bangladesh



## **5. Insurance/Injuries**

- 5.1 Contractor has sole responsibility and liability under this Agreement for bodily injuries to Contractor or Contractor's employees, including responsibility to provide appropriate workers compensation insurance. Contractor hereby warrants to WVIB that Contractor is in compliance with any applicable workers compensation insurance law.
- 5.2 Contractor has sole responsibility to obtain any other desired insurance coverage (liability, medical, travel, life, etc.) for Contractor and Contractor's employees in performing this Agreement.
- 5.3 Neither Contractor nor Contractor's employees shall be deemed employees of WVIB for any purposes, nor shall they participate in any WVIB employee benefit or insurance programs.

## **6. Security and Evacuation**

- 6.1 Contractor's services hereunder may be performed in a country with existing or potential political or social unrest. Contractor agrees to assume all risks, including damage to person and property, resulting from any such unrest. Contractor is solely responsible for the safety of Contractor's property and employees, and for obtaining any desired insurance protections with respect to Contractor's work in such countries.
- 6.2 Should Contractor be performing services in a country where WVIB has operations, Contractor will coordinate with WVIB on security issues. WVIB may include Contractor in the security and evacuation planning and procedures that WVIB conducts for its own staff, but Contractor is responsible for assessing the adequacy of such plans and procedures to Contractor's own satisfaction, and making alternative arrangements if judged necessary by Contractor.

## **7. Confidentiality**

Contractor agrees to not discuss its performance of services under this Agreement with any third party without WVIB's written consent. Contractor agrees to hold in confidence for the benefit of WVIB any confidential information which may be disclosed to Contractor, or to which Contractor may have access, as a result of this Agreement, including the results of Contractor's services hereunder.

## **8. No Assignment or Subcontracting**

Contractor shall not assign its rights or obligations under this Agreement, in whole or in part, nor enter into any subcontract to perform any portion of this Agreement, without the written consent of WVIB.

## **9. Access to Books and Records**

Contractor agrees to provide WVIB access to any books, documents, papers and records of Contractor which are directly pertinent to this Agreement, for the purpose of making audits, examinations, excerpts and transcriptions.

## **10. Rights to Works and Inventions**

Contractor agrees that all materials, reports, information, documentation, inventions or other work product generated by Contractor in the course and scope of performing services



- 1.2 Any delay (other than the event of any intervening “force majeure” (natural disaster, war, etc.) recognized under the governing law) in the delivery of Consultancy Services beyond the agreed time limit as mentioned in the Clause 1.1, WVIB reserves the right to deduct 0.2% of contract amount from the total bill for each day delayed from the expected date of delivery till the actual date of delivery unless the delay shall be agreed upon by the WVIB in writing prior to the delivery cut-off date.

### **3. Payment for Services and Expenses**

- 3.1 WVIB shall pay Contractor for services a maximum of **BDT 20,26,500.00**. The total payment for services under this Agreement shall not exceed **BDT 20,26,500.00**, (Including VAT & TAX applicable as per Govt. rule) as per Financial Proposal (Attachment D) with validity of the price accepted (unless otherwise agreed) by WVIB . This agreed upon price will remain unchanged up to the contract period.
- 3.2 Contractor shall submit to WVIB a detailed invoice *as per below schedule*, specifying the services which have been completed and any related expenses incurred by Contractor during the period reported.

Milestone		% of Total value
1	Inception report, covering detailed analysis methodology to be used, data collection plans and timeline.	35%
2	Completion of data collection and preliminary analysis, Submission of Draft Report	40%
3	Final Report presenting the findings and conclusions in a comprehensive way, covering all areas and issues listed in the Statement of Work (along with other issues that the consultant finds relevant for the main conclusions).	25%
Total		100%

- 3.3 WVIB will pay Contractor approved fees and expenses for services performed in accordance with this Agreement within 30 days after receipt of invoice subject to WVIB receiving the Consultancy Services in satisfactory conditions and also clearance from the respective department/ Donor / authorized person. No advances will be given to Contractor.

### **4. Taxes**

- 4.1 Contractor is an independent contractor. The execution of this Agreement does not create any other relationship between the parties.
- 4.2 Contractor has sole responsibility for the payment of all applicable taxes (income, payroll, unemployment, etc.) & VAT imposed by the Government of Bangladesh relating to Contractor and Contractor's employees arising from payments received under this Agreement. Applicable taxes on the invoice amount will be deducted at source and will be deposited to the government treasury in favor of the contractor, and USAID VAT Coupon will be issued for deducted VAT.



under this Agreement are the property of WVIB, and Contractor hereby assigns all rights, title and interest in and to such items to WVIB, subject to any rights of the U.S. Government under applicable regulations. Contractor warrants that it has full rights to use and to transfer to WVIB any intellectual property utilized in performing this Agreement.

**11. Representations by Contractor** -- Contractor hereby represents and warrants to WVIB that:

- 11.1 Contractor is in compliance with all applicable laws regarding business permits and licenses that may be required to carry out the work to be performed under this Agreement;
- 11.2 Contractor is not a party to any agreement restricting Contractor's ability to enter into this Agreement, and Contractor's performance of this Agreement does not require the consent of any person or entity;
- 11.3 All services under this Agreement will be performed in a competent, professional, workmanlike manner and conform to industry standards for quality;
- 11.4 In the course of the contracted work, Contractor and Contractor's employees agree that: (a) all adults who have interaction or access to children or children's information will act in the best interest of children and uphold WVIB's Child Protection Behaviour Protocols and other child protection measures as requested; and (2) if Contractor or Contractor's employee(s) become(s) aware of any harm or risk to children, he/she will inform WVIB immediately.
- 11.5 Contractor is reminded that U.S. Executive Orders and U.S. law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of the Contractor to ensure compliance with these Executive Orders and laws, and the Contractor hereby certifies to WVIB that it has achieved and will maintain such compliance. This provision must be included in all subcontracts/subawards approved and issued under this Agreement.
- 11.6 Neither Contractor nor any of its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any U.S. Government department or agency, and that Contractor is not presently doing nor will do business with any person or entity who is; that Contractor is in compliance with and will continue to comply with the U.S. Government-wide Debarment and Suspension provisions found in 2 Code of Federal Regulations (CFR) 180 (the "Debarment Provisions") and any agency specific Debarment supplementary regulations, and shall require the same of any party in any lower-tier transaction covered by the Debarment Provisions, provided that WVIB has given prior approval for such transaction as required by this Agreement.
- 11.7 By signing this Agreement, Contractor, through its duly designated representative, after having conducted due diligence, hereby certifies that:
  - a) The Contractor has implemented procedures to prevent any human trafficking, prostitution, forced labor, and related activities described in the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)) and to monitor, detect, and terminate any contractor, subawardee, employee, or other agent of the applicant/recipient engaging in any activities described in such section; and
  - b) To the best of the representative's knowledge, neither the Contractor, nor any employee, contractor, or subawardee of the Contractor, nor any agent of the



Contractor or of such a contractor or subawardee, is engaged in any of the human trafficking, prostitution, forced labor, and related activities described in TVPA.

- 11.8 Contractor conducts its businesses in compliance with all anti-corruption laws applicable to this Agreement, and that it shall not engage, and shall cause its directors, officers, employees and agents not to engage, directly or indirectly, in any fraudulent, corrupt or illegal practices.

Contractor is aware of and will comply with WVIB's anti-corruption policy.

In addition, in performing this Agreement, regardless of whether such activity is illegal or not, Contractor will not do any of the following:

- (a) pay, offer, give, or promise or authorize, any money, commission, reward, gift, gratuity or compensation of any kind to any official or employee of, or any person acting in an official capacity for or on behalf of, any government agency or instrumentality for the purpose of influencing any official act or decision of any such official; or
- (b) offer, solicit, provide or attempt to provide any kickback (as defined below).

Contractor will immediately notify WVIB of any suspected or actual violation of these provisions, and also will immediately notify WVIB of any solicitation of a kickback by a WVIB director, officer, employee or agent (each a "WVIB person"). Contractor may offer only nominal customary gifts to WVIB persons, if such an offer complies with WVIB's policy on gifts.

As used in this Agreement, "kickback" means any money, fee, commission, credit, gift, gratuity, thing of value, or compensation of any kind which is provided, directly or indirectly, to a WVIB person for the purpose of obtaining or rewarding favorable treatment in connection with the awarding of business or the execution or performance of any agreement with WVIB.

#### **12. Termination**

- 12.1 WVIB may terminate this Agreement at any time should the anticipated funding for this project from its donor(s) be eliminated, or for any other reason. In the event of such a termination, Contractor will be paid approved fees and expenses for services performed in accordance with this Agreement up to the date of termination.
- 12.2 This Agreement may be terminated immediately by either party in the event of a breach of the provisions herein by the other party, in addition to whatever remedies or damages are provided under the governing law.
- 12.3 This Agreement may be terminated by either party in the event of any intervening "force majeure" (natural disaster, war, etc.) recognized under the governing law. In the event of such a termination, Contractor will be paid approved fees and expenses for services performed in accordance with this Agreement up to the date of termination.

#### **13. Indemnification**

To the fullest extent permitted by law, Contractor agrees to indemnify and hold harmless



WVIB, and any of its affiliates or subsidiaries, and all of the officers, agents, and employees of WVIB and such entities, from any and all claims, liabilities, loss, or damages arising out of Contractor's performance of this Agreement, whether or not such claim, liability, loss or damage is based in whole or in part upon any negligent act or omission of WVIB or any of the other indemnified parties.

**14. Entire Agreement, Amendments**

- 14.1 This Agreement supersedes any and all other agreements, oral or written, between WVIB and Contractor with respect to the subject matter hereof, and no agreement, statement, or promise relating to the subject matter of this Agreement other than that which is contained herein shall be binding upon the parties.
- 14.2 This Agreement may not be amended except by written agreement of the parties.

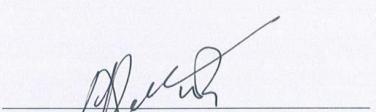
**15. Governing Law, Settlement of Disputes**

- 15.1 This Agreement shall be governed by the substantive laws of Bangladesh
- 15.2 Unless otherwise agreed by the parties hereto, any controversy or claim arising out of or relating to this Agreement which remains unresolved after negotiation shall be settled by binding arbitration *as per Bangladesh Arbitration Act, 2001*. The arbitration shall be conducted in the vicinity of Dhaka, Bangladesh and shall be conducted in the English language. Judgment upon the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof.



IN WITNESS WHEREOF, THE PARTIES HAVE SET THEIR HANDS ON THE DATE,  
MONTH AND YEAR FIRST ABOVE WRITTEN:

**WORLD VISION INTERNATIONAL  
BANGLADESH**

  
**Alex Bekunda**  
 Chief of Party-Nobo Jatra Project  
*for and on behalf of*  
 World Vision International Bangladesh

**GEO-PLANNING FOR ADVANCED  
DEVELOPMENT (GPAD).**

  
**Md. Rejaur Rahman,**  
 Managing Director  
*for and on behalf of*  
 Geo-Planning for Advanced Development  
 (GPAD).

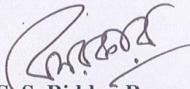


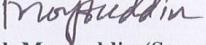
**WITNESSES: (CLIENT)**

-   
**1. Ranak Chandra Mohanta**  
 Sr.M&E Manager, Nobo Jatra  
 project,  
 World Vision International -  
 Bangladesh

-   
**2. Tomas Adhikary**  
 Supply Chain Coordinator,  
 Nobo Jatra Project,  
 World Vision International-  
 Bangladesh

**WITNESSES: (CONTRACTOR)**

-   
**1. S.S. Biddya Baron Sarker (Shimul)**  
 General Manager, Business Development  
 Geo-Planning for Advanced Development  
 (GPAD).

-   
**2. Md. Moyzuddin (Sumon)**  
 Assistant Finance Officer  
 Geo-Planning for Advanced Development  
 (GPAD).

## Citywide Assessment

PDS

<b>Assignment name:</b> Citywide Assessment	<b>Country:</b> Bangladesh <b>Approx. value of the assignment:</b> BDT 1,628,527.78
<b>Assignment location within country:</b> Dhaka, Gazipur, Chittagong	<b>Duration of assignment (months):</b> 03
<b>Name of Client:</b> World Vision Bangladesh	Professional staff provided by the organization:
<b>Start date (month/year):</b> June 2022	<b>Completion date(month/year):</b> Till to date
<b>No.</b>	<b>No. of staff: 08, No. of staff -months:24</b>
<b>Name of Joint Venture consultants, if any:</b> No	<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved, and functions performed:</b> Team Leader- Md. Anisur Rahman, GIS Expert - Md. Rejaur Rahman, Poverty Assessment and Mapping Expert- S S Biddya Baron Sarker, Coordinator and Research Associate- Nilanjana Bhowmick Field Questionnaire/Survey- 4 Persons	
<b>Detailed narrative description of project:</b> <ul style="list-style-type: none"> <li>• Desk Work and Review</li> <li>• Community and Resource Mapping and Data Collection</li> <li>• Secondary data review</li> <li>• Primary data collection</li> <li>• Social Mapping</li> <li>• Well-Being Analysis</li> <li>• Questionnaire-based Households Cluster Survey</li> <li>• Van Diagram (Stakeholder/ Institutional analysis)</li> <li>• Focus Group Discussion (FGD)</li> <li>• Key Informants interview (KII)</li> <li>• Community Stakeholders' consultation</li> </ul>	
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"> <li>• Inception Report</li> <li>• Literature Review Report</li> <li>• Transcription of all qualitative data</li> <li>• Final Report</li> </ul>	

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	

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[https://wvi.coupahost.com/order\\_headers/show\\_custom/1425652?version=1](https://wvi.coupahost.com/order_headers/show_custom/1425652?version=1)**PURCHASE ORDER**

PO number and Internal Ref # must appear on all packing slips, shipping documents, packages, and invoices

**PBD-1425652**

Internal Ref:

Page: 1 Purchase Order Date: 07/05/2022

**SUPPLIER:**

Geo-Planning for Advanced Development Geo-Planning for Advanced Development House # 11 (Flat#1A&1B), Road # 4, Block # J Banashree, Rampura Dhaka, NA Bangladesh

**SHIP-TO:**

World Vision Bangladesh, Mirpur Urban Development Initiative Program Plot-159/A, Road-2/1, Block-A, Section-12 Mirpur Dhaka, Dhaka 1216 Bangladesh Attn: Ferdousi Alam

**BILL-TO:**

CONTACT BUYER IN CHARGE

PAYMENT TERMS:	CURRENCY:	SHIPPING TERMS:	EST SHIPPING DATE:	EST DELIVERY DATE: BUYER:
15D	BDT			

LN	Qty	Description	Need By	Price / Unit	Extended Total
1		City wide Assessment as per attached TOR	30 Aug 2022	1,628,527.78	1,628,527.78
<b>Total</b>					1,628,527.78

**ADDITIONAL COMMENTS****PURCHASE ORDER ACCEPTANCE**

The prices, specifications and conditions stated in this Purchase Order are hereby accepted. This agreement includes all terms and conditions printed on the reverse side hereof. If Seller does not acknowledge receipt of this order to Purchaser within three (3) days of the date of this order, Seller will be deemed to have accepted all prices, specifications, terms and conditions set forth in this Purchase Order. Any terms referenced on this Purchase Order supersede those terms and conditions referenced on the attached.

**TERMS AND CONDITIONS**

\*\*\*\*\*NOTE: These terms and conditions will ONLY apply if there is no written agreement between you ("Seller") and WVB. An existing executed agreement with WVB supersedes these terms and conditions.\*\*\*\*\*

**1. ACCEPTANCE:**

This Purchase Order ("PO") is Purchaser's offer contract to purchase the goods and/or pay for the services described on the reverse hereof from Seller. Purchaser's placement of this Purchase Order with Seller is expressly conditioned upon Seller's acceptance of all the Purchase Order line descriptions, specifications and the terms and conditions (T&Cs) of purchase contained herein.

Seller has the obligation to notify Purchaser of inability to fulfill the order or any objection to the terms and conditions. Unless Purchaser receives such notice from Seller, the PO will be deemed accepted by Seller.

In the event this Purchase Order is made pursuant to an existing contract and there is a conflict between these T&Cs, and the contract, the contract will govern.

The term "Purchaser" shall refer to World Vision Bangladesh, including, any of its offices, affiliates and microfinance entities, as applicable.

Any additional or different terms or conditions from Seller which may appear in any communication, printed or otherwise, are null and void unless specifically agreed to in writing by Purchaser. No substitution of goods as identified on the face of this Purchase Order or assignment of services may occur without Purchaser's previous written consent.

**2. PRICE:**

This Purchase Order shall not be filled at prices higher than those shown on this Purchase Order.

**3. QUALITY, QUANTITY:**

In the event no quality is specified on the face hereof, the goods delivered hereunder must be of the best quality as defined within the market. Any goods (a) defective in material or workmanship or otherwise not of the highest quality or (b) in excess of the requested quantity will be held or sent back to Seller at Seller's risk and cost.

If Purchaser requests replacement goods for defective goods, Seller will ship them at Seller's cost. If Purchaser does not request replacement goods, Seller will refund the original shipment cost pertaining to such defective goods to Purchaser.

All services must be performed in a timely, competent, professional and workmanlike manner and conform to industry standards for quality.

**4. PURCHASE ORDER NUMBER:**

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The Purchase Order Number shown on this Purchase Order shall be shown on all invoices, communications, packing lists, containers and bills of lading.

#### 5. PACKING AND PACKING LIST:

No charge will be paid by Purchaser for packing, boxing, or cartage, unless specified on the face of the Purchase Order hereof. Packing shall be done in compliance with local laws, regulations and industry standards. Each package of goods shipped must contain information showing shipper's name, contents of package, and the Purchase Order number on the face of the shipping documentation.

#### 6. SHIPPING INSTRUCTIONS:

A copy of bill of lading, invoice, etc. shall be sent to Purchaser, at email address referenced on face of the Purchase Order, as well as to the destination point at time of shipment. Unless otherwise specified in an agreement between Seller and Purchaser, Seller shall ship the products C.I.P. or D.D.P. as the case may be, per Incoterms 2010, which sets out the terms between the parties vis-à-vis the products with regard to applicable export/import licenses, taxes, duties, authorizations and other formalities necessary for the export/import of the products; cost of contracts of carriage; insurance; delivery; transfer of title; transfer of risk; checking (i.e. quality, measuring, weighing, counting), packaging and marking costs; inspection costs; proof of delivery; notice requirements; and other obligations. All shipments require the Purchase Order number to be printed on the Seller's shipping documentation. Failure to follow these instructions may result in shipment be returned at Seller's expense.

#### 7. DELIVERY:

Time is of the essence and delivery shall be strictly in accordance with the schedule set forth in the Purchase Order. Delays in shipments shall be reported immediately by Seller to Purchaser. Purchaser reserves the right to cancel this Purchase Order in whole or in part if Seller should fail to make deliveries in accordance with the terms of the Purchase Order or any additional terms and conditions as set forth in this Purchase Order or any corporate purchase agreement referenced therein.

#### 8. PAYMENT TERMS:

Purchaser will remit payment via electronic payment methods to the maximum extent possible. In most cases this will be an electronic funds transfer (EFT or wire) to Seller's bank account. Besides electronic payment methods, Purchaser will also remit payment to Seller by check in some contexts. All payment will be made in currency stipulated on the Purchase Order.

Each invoice shall refer to one (1) Purchase Order only, referencing the Purchase Order number and shall be submitted according to the Bill-To instruction at the face of the Purchase Order.

Undisputed invoices shall be paid within thirty (30) days from the date of receipt of the original invoice, as long as the Purchaser's other required documentation accompany the invoice.

For invoices disputed in good faith, Purchaser will provide written notice to Seller within the time period of payment, explaining the dispute. Once the payment is no longer in dispute, Purchaser shall render payment to Seller by the later of: the last date originally allowed for payment; or ten (10) days after resolution of the dispute.

#### 9. TAXES:

The Seller shall be obliged to pay all applicable Taxes, VAT and other fees imposed by the Government of Bangladesh from time to time and shall be solely responsible, unless specified on the face of the Purchase Order hereof.

Buyer will deduct all applicable TAX and VAT at source from total Bill/Invoice as per Rules and Regulations of Government of Bangladesh and provide Treasury Challan to the Seller which is deposited in the Bank. However, if a copy of Mushak Challan is provided along with the bill that contains the details of the goods/services provided to World Vision Bangladesh, then VAT will not be deducted at source.

#### 10. CANCELLATION/DEFAULT:

Purchaser may cancel this Purchase Order in whole or in part up to one day before the agreed ship date specified on this Purchase Order by written notice to Seller.

Purchaser may also choose to cancel this Purchase Order in whole or in part by a written notice of default to Seller in addition to any other remedy provided by law or in equity, in any of the following circumstances:

Seller is in material breach of any of the terms or conditions of this Purchase Order and has not rectified the same within thirty (30) days after receipt of a written notice describing such breach; or

Seller is declared insolvent, or there is instituted by or against Seller any proceeding under any bankruptcy or insolvency law of any jurisdiction and such proceeding is not dismissed within thirty (30) days.

#### 11. TERMINATION WITHOUT CAUSE:

Purchaser, in its sole discretion and without cause, may terminate this Purchase Order, in whole or in part, at any time upon ten (10) days written notice. In the event of such termination, Seller will be paid approved fees and expenses for Products provided and/or services performed through the date of termination.

Notwithstanding the foregoing, Seller's warranties, and Seller's liability for defective or non-conforming work or goods, as well as sections 6, 9, 14 and 15 of these Terms and Conditions, shall survive termination and remain in full force and effect.

#### 12. CHANGES:

Up to one (1) day before the ship date specified on this Purchase Order, Purchaser may propose changes or amendments in the specifications contained in the Purchase Order, which shall become effective upon agreement between Purchaser and Seller. Purchaser may also make changes in the method of shipping or packing and place of delivery by means of written communication or, if accepted by Seller, verbal communication prior to shipment. If any such change affects cost or delivery schedules of this Purchase Order a new Purchase Order will be issued by the Purchaser to reflect any agreed upon changes.

#### 13. COMPLIANCE WITH LAWS:

Seller warrants that it has the right to furnish and provide all goods and services provided under this Purchase Order and that all equipment, goods, materials, supplies and other items supplied and/or services provided, as the case may be, pursuant to this Purchase Order will comply with all applicable laws, ordinances and regulations, including but certainly not limited to, compliance with all local child labor laws. Unless otherwise expressly set forth herein, the laws of the State or Country in which the office issuing this Purchase Order is located shall govern the interpretation, performance and enforcement of this Purchase Order.

#### 14. INDEMNIFICATION:

Seller agrees to protect, defend, indemnify and hold Purchaser, its officers, directors, and employees (collectively, Purchaser) harmless from all claims, losses, damages, and expenses, which may be asserted against or be incurred by Purchaser whether direct or indirect, foreseeable or unforeseeable, including, but not limited to, those resulting from injuries to any person or damage to any property, caused in any manner by any act or failure to act of Seller in connection with the furnishing of goods covered by this Purchase Order.

Seller shall defend, indemnify and hold Purchaser, its officers, directors, and employees (collectively, Purchaser) harmless from and against any and all loss, cost, expense, liability, or damage, including, without limitation, all reasonable attorney's fees and court costs, arising out of or in connection with the performance by Seller of any activities contemplated hereunder, whether or not in breach of this Purchaser Order or applicable agreement. Such losses, costs, expenses, damages, or liabilities shall include, without limitation, all actual, general, special, and consequential damages.

#### 15. ASSIGNMENT:

This Purchase Order shall not be assigned by Seller without the prior written consent of Purchaser, and any attempt to do so shall be null and void.

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**16. OWNERSHIP:**

Seller hereby assigns to Purchaser all right, title and interest in and to any deliverables, intellectual property and/or other materials created by Seller under this Purchase Order and/or any agreement between Seller and Purchaser referenced herein.

**17. Liquidated Damage:**

The goods/services/works shall be delivered in all respects within the completion date mentioned in this Purchase Order. If Seller fails to deliver product/services within the scheduled timeframe, liquidated damage will be imposed @ 0.2% (zero point two percent) only of the total PO amount for each day delayed from the expected date of delivery till the actual date of delivery unless the delay is agreed upon by the Buyer in writing prior to the delivery cut-off date. Buyer reserves the right to deduct this amount from the invoice/performance security. The total amount of liquidated damages shall not exceed ten percent (10%) of the total amount of the PO.

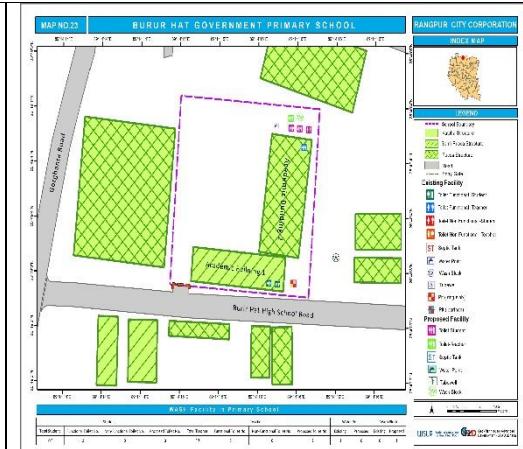


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**Baseline Study and GIS Mapping of Wash Assessment Of Primary Schools In The Cities Of Rangpur, Gazipur And Chattogram**

**PDS**

<b>Assignment name:</b> Baseline Study and GIS Mapping of Wash Assessment of Primary Schools in the Cities of Rangpur, Gazipur and Chattogram.	<b>Country:</b> Bangladesh <b>Approx. value of the assignment:</b> 1,245,000.00
<b>Assignment location within country:</b> Rangpur, Gazipur and Chattogram	<b>Duration of assignment (months):</b> 04
<b>Name of Client:</b> Water & Sanitation for the Urban Poor (WSUP), Bangladesh <b>Start date (month/year):</b> Sep, 2019 <b>Completion date(month/year):</b> Dec, 2019	<b>Professional staff provided by the organization:</b> No. of staff: 06 No. of staff -months: 24
<b>Name of Joint Venture consultants, if any:</b> No	<b>No. of Staff-months of professional staff provided by associated consultants:</b> Nil
<b>Name of senior staff involved and functions performed:</b> Team Leader: Md. Rejaur Rahman, Sr. GIS Specialist: Raihanul Islam, GIS Survey Expert: S. S. Biddya Baron Sarker; GIS Data Analyst: Rabeya Shahid Shamanta, GIS Assistant: Mokleser Rahman Litu, Molla Shafayet Hossan.	
<b>Detailed narrative description of project:</b> In July 2019, WSUP launched a project "Improving WASH in Schools in Bangladesh" to improve access to education opportunities and health outcomes through universal sustainable sanitation services in selected schools in three cities of Bangladesh. The main objective of the assignment is to gather information from primary schools to prepare database and GIS (Geographic Information System) based maps that translate the database into a user-friendly interface to support decision making. To achieve the main objective, the consultants have to provide services to the followings: Preparation of GIS Based Map using Satellite Image Including Water Supply point, Sanitation Point,others utility services data of the schools of selected area etc.	
<b>Detailed description of actual services provided by the staff:</b>	 <ul style="list-style-type: none"> <li>Base map preparation using satellite images</li> <li>Ground Trothing</li> <li>GIS map Preparation</li> <li>Utility Survey</li> <li>Contour Survey</li> <li>Enumerators Recruitment</li> <li>Questionnaire Preparation and Finalization</li> <li>Enumerators Training &amp; Field Test</li> <li>Quantitative Data Collection through Household Survey</li> <li>Field visit, FGD, KII</li> <li>Data Validation &amp; Mapping</li> <li>Capacity and Needs identification</li> <li>Submission of final report and maps.</li> </ul>

Firm's Name:	Geo-Planning for Advanced Development (GPAD)
Authorized Signature:	

**Market and Technology Research on Biofil Toilet**

**PDS**

<b>Assignment name:</b> Market and Technology Research on Biofil Toilet	<b>Country:</b> Bangladesh
	<b>Approx. value of the assignment:</b> BDT 7,20,000.00
<b>Assignment location within country:</b> Gazipur, Manikganj	<b>Duration of assignment (months):</b> 04
<b>Name of client:</b> BoP Innovation Services Bangladesh Pvt. Ltd	<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> March 2021	<b>No. of staff:</b> 6 <b>No. of staff-months:</b> 24
<b>Completion date(month/year):</b> June 2021	
<b>Name of Joint Venture consultants, if any:</b> No	<b>No. of Staff-months of professional staff provided by associated consultants:</b> Nil
<b>Name of senior staff involved, and functions performed:</b> Team Leader- - Md. Rejaur Rahman, Project Manager- S.S. Biddya Baron Sarker, Field Survey Expert- Habibur Rahman Pranto, Topo Survey/ RTK GPS Survey: Md. Moniruzzaman Survey Assistant- Md. Naimul Islam	
<b>Detailed narrative description of project:</b> The proposed project area is in Gazipur, Manikganj. The main objectives of the project are to understand peoples' perception towards Biofil technology, to conduct B2C investigation in identified Urban and Peri urban areas, to conduct household survey, Focus Group Discussion (FGD) and Deep Interview. To achieve the main objective, the consultants have to provide services to the following: <ul style="list-style-type: none"><li>• Household survey and</li><li>• Arrangement of FGD (Focus Group Discussion)</li></ul>	
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"><li>• Conduct 383 HH surveys in Gazipur and 375 HH surveys in Manikganj</li><li>• Arrange FGD at Gazipur and Manikganj</li></ul>	

<b>Firm's Name:</b>	<b>Geo-Planning for Advanced Development (GPAD)</b>
<b>Authorized Signature:</b>	

**Consultancy Services for WASH Behavior and Infrastructure Condition in Low Income Communities of Ward No. 39 & 40 of Chattogram City Corporation (CCC)**

**PDS**

<b>Assignment name:</b> WASH assessment in Low-Income Communities in ward 39&40 of Chattogram City Corporation (CCC)		<b>Country:</b> Bangladesh
<b>Approx. value of the assignment:</b> BDT 10,00,000.00		
<b>Assignment location within country:</b> Chattogram		<b>Duration of assignment (months):</b>
<b>Name of Client:</b> Water & Sanitation for the Urban Poor, (WSUP)		<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> July, 2020	<b>Completion date(month/year):</b> Nov, 2020	<b>No. of staff:</b> 16, <b>No. of staff -months:</b> 64
<b>Name of Joint Venture consultants, if any:</b> No		<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved and functions performed:</b> Team Leader/ GIS Specialist- Md. Rejaur Rahman, Sr. Researcher & Data Manager- Md. Raihanul Islam, WASH Associate & Project Coordinator- S S Biddya Baron Sarkar, Field Coordinator & Data Analyst- Ishteaque Ali Riyasat, GIS Analyst 01- Molla Safayet Hossan, GIS Analyst 02- Rabeya Shahid Shamanta, GIS Surveyor (02 Person), Enumerators (04 Male & 04 Female =Total 08 Person)		
<b>Detailed narrative description of project:</b> The major objectives of the project: <ul style="list-style-type: none"><li>• Conduct quantitative and qualitative survey in the LICs to assess the WASH situation &amp; behavior at practice level</li><li>• Prepare structured questionnaire and checklists for inquiring the quantitative and qualitative dimension of the WASH facilities and WASH behavior of the identified households</li><li>• Identify the demographic dynamics of the selected area and use the demographic dynamics while classifying the households considering their WASH facilities and behavior.</li><li>• Conduct training of the enumerators and facilitators on the developed quantitative and qualitative evaluation tools</li><li>• Prepare a MIS system and engaging the survey coordinators to do the second layer of data check during and after the quantitative survey to Ensure completeness and reliability of the survey</li><li>• Preparing GIS map of the slums, by focusing on WASH findings and incorporating the major features and important landmarks.</li><li>• Complete draft field report and draft GIS maps through discussions, modification, adjustment</li><li>• Submission of final field report and final GIS maps in electric and hard copies</li></ul>		
<b>Detailed description of actual services provided by the staff:</b> The specific deliverables for the assignment are detailed given below: <ul style="list-style-type: none"><li>• Inception report with detailed methodology and work plan</li><li>• Draft baseline report on situational analysis and GIS Maps</li><li>• Tools and Finalization of Technical proposal</li><li>• Draft and Final Map of the slums where factory workers are dwelling</li><li>• Geodatabase/shape file of all prepared layer and layer in GIS format</li><li>• Softcopy of all prepared maps in Shape file/Excel/KML/JPEG/DXF/DWG format (2 sets DVD)</li><li>• All Photograph and relevant Documents</li><li>• Final baseline report on situational analysis and GIS Maps</li></ul>		

<b>Firm's Name:</b>	<b>Geo-Planning for Advanced Development (GPAD)</b>
<b>Authorized Signature:</b>	

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WSUP Ref: BAN087

***Project Name: WASH assessment in Low income communities in ward 39&40 of Chattogram City Corporation (CCC)***

**Consultancy Agreement**

This Agreement is made on **1<sup>st</sup> July** 2020 between:

**Water & Sanitation for the Urban Poor**, (WSUP), a company duly incorporated and existing under the laws of England and Wales, Head Office: 7<sup>th</sup> Floor, Fleet House, 8-12 New Bridge Street London EC4R 6AL UK (referred to in this Agreement as the Client)

**AND**

**Geo-Planning for Advanced Development (GPAD)**, House# 11, (1<sup>st</sup> Floor), Road# 4, Block-J, Banasrhree, Rampura, Dhaka-1219, Bangladesh (referred to in this Agreement as the Consultant), each referred to as a Party and collectively as the Parties. References to a Party shall include that Party's successors and lawful assigns.

**WHEREAS:**

A the Consultant provides consultancy and other services of a professional nature and the Client has agreed to appoint the Consultant to provide consultancy services.

B the Client has an agreement with a funding agency (referred to as the Funder) to implement the project.

**NOW** the Parties agree as follows:

**1 SERVICES**

The Client hereby engages the Consultant to provide and the Consultant shall provide to the Client such services (referred to as the Services) as are set out in Part 1 A of the Schedule which forms part of this Agreement (referred to as the Schedule).

**2 PLACES OF WORK**

The Consultant shall perform the services from their home or office and shall visit the project site (LICs of ward 39 & 40 under Chattogram City Corporation) the Consultant deems necessary to carry out the services, or as the Client shall reasonably direct.

WSUP, 7<sup>th</sup> Floor, Fleet House, 8-12 New Bridge Street, London, UK, EC4V 6AL

Borealis & Boreouge | Care Int. UK | Cranfield University | Mott MacDonald | Thames Water | Unilever | WaterAid

Company Limited by Guarantee No. 5419428 registered in England & Wales Registered address: 10 Queen Street Place, London, EC4R 1RF

### **3 FEES**

In consideration of the Services the Client shall pay to the Consultant fees on the basis set out in Part 2 of the Schedule for the period during which the Services are provided in accordance with this Agreement. The Consultant shall invoice fees in accordance with the payment schedule set out in Part 2. The due date for payment will be 28 days after the date of receipt of the invoice. However, no payments will be made to the Consultant until the Client receives payment from the Funder in respect of the Services, and any payment to the Consultant will not exceed the amount received by the Client.

The fees shall be deemed inclusive of all and any taxes, duties, levies or other payments due to any fiscal or other governmental authorities for which the Consultant shall be liable.

### **4 EXPENSES**

In addition to the fees provided for in Clause 3 the costs of visas, travel, accommodation and other incidental expenses reasonably incurred may be claimed by the Consultant as described in Part II of the Schedule. The WSUP Expense Policy will apply. (A copy of this Policy will be supplied by the Client on request.) Not applicable

### **5 CONFIDENTIALITY**

Unless it is necessary in the normal course of the Services or approved in writing by the Client the Consultant shall not divulge to any third party either during the continuance of this Agreement or at any time thereafter any of the trade secrets or confidential business information of or belonging to the Client, or belonging to any employer of, or sub-Consultant to the Client, which may now or at any future time become known to the Consultant.

### **6 COPYRIGHT**

Copyright of all material created by the Consultant in the performance of the Services shall belong to the Client. The Consultant may with the Client's written consent publish articles/illustrations or presentations relating to the Services but must use the Client's logo on such information according to the Client's Consultancy guidelines and credit the Client within the work.

### **7 STANDARD OF CARE**

The Consultant shall perform the Services with reasonable skill, care and diligence.

### **8 WSUP'S BUSINESS ETHICS**

As a pre-condition of releasing WSUP funds, authorised representatives of all WSUP member organisations, project partners, contractors, sub-contractors consultants and sub-consultants that receive funding for WSUP projects must read, understand and adhere to WSUP's Business Ethics Policy as set out in WBP800 (see link below) and further commit to abide by the principles set out in performing the services contracted to WSUP. In signing this Agreement you, the Consultant, are confirming that you have read and understood it and will abide by these principles.

<http://www.wsup.com/wp-content/uploads/2013/04/WBP800-Business-Ethics-Policy-Aug2014.pdf>

For the purposes of the Business Integrity and Ethics clauses, “[Business Partner]” shall mean the Consultant.

#### **9 CHILD PROTECTION POLICY**

All Employees authorised representatives of all WSUP member organisations, project partners, sub-contractors and sub-consultants that receive funding for WSUP projects must read, understand and adhere to the guidelines set out in the Child Protection Policy as set out in WBP900 (see link below). In signing this Agreement, you, the Consultant, are confirming that you have read and understood it and will abide by these principles.

<http://www.wsup.com/wp-content/uploads/2013/04/WBP900-Child-Young-People-and-Vulnerable-Adults-Protection-Policy-May-2013.pdf>

WSUP has the right to dismiss or transfer to other duties any personnel who breach the WSUP Child Protection code of Conduct.

#### **10 RISK, HEALTH AND SAFETY**

The Consultant acknowledges that it has assessed and accepts any risks associated with the provision of the Services.

The Consultant confirms that it will take all reasonable measures to ensure the health and safety of those involved in performing the Services. It is the responsibility of the Consultant to ensure that its staff who are working on WSUP projects are covered by appropriate Health and Safety and Insurance policies.

#### **11 INSURANCE**

WSUP will not liable for their insurance, if needed consultant will make arrangement by their own initiative.

#### **12 CLIENT'S DUTIES**

The Client shall supply to the Consultant without charge and within a reasonable time all necessary and relevant data and information in the possession of the Client and shall give such assistance as shall reasonably be required by the Consultant in the performance of the Services.

#### **13 CLIENT'S DECISIONS**

The Client shall give decisions on matters properly referred to the Client by the Consultant in such reasonable time so as not to delay or disrupt the performance by the Consultant of the Services.

#### **14 MEDICAL COSTS**

The Consultant shall be solely responsible for any costs of medication and medical attention occasioned by the Consultant's ill health, injury or other incapacity during the subsistence of this agreement and for any costs of any medical examinations.

## **15 PERSONAL ACCIDENT AND TRAVEL INSURANCE**

The Consultant shall be solely responsible for any costs for personal accident, medical and travel insurance for the duration of this agreement.

## **16 AIR TRAVEL**

Please follow **PART 2: The Fees and Invoices**

This is in country service support. If they want to travel by Air they will arrange by their own initiative. Travel cost is in built in their financial proposal.

## **17 DURATION**

This Agreement shall commence on **01/07/2020** and end on **30/08/2020** unless it is terminated under Clause 18 or extended by the agreement of both Parties.

## **18 TERMINATION**

This Agreement may be terminated on either side without any period of notice if:

- (a) the quality of the services provided by the Consultant proves unacceptable to the Client; and/or
- (b) the behaviour of the Consultant unreasonably conflicts with any local customs religions or politics; and/or
- (c) the Client fails to discharge his obligations under clause 02 or clause 13; and/or
- (d) the Funder cancels his agreement with the Client; and/or
- (e) force majeure occurs. In this clause "force majeure" means the occurrence of an event beyond the control of a Party, which prevents that Party performing its contractual obligations.

## **19 INCAPACITY**

The Client shall not be responsible for providing a pension for the Consultant. In the event of ill health injury or other incapacity of the Consultant preventing performance of the Services then the following action shall be taken:

- the Consultant shall notify the Client in writing as soon as practicable of all relevant circumstances; and
- the Client shall have the right to postpone or abandon the Services by giving reasonable notice to the Consultant.

## **20 CLIENT'S PROPERTY**

On termination of this Agreement the Consultant shall promptly deliver up to the Client all documents and papers relating to the Services and all other property of and belonging to the Client which may be in the possession or control of the Consultant.

## **21 COOPERATION**

The Client wishes to have good working relationships with its Consultants and suppliers and embraces the ethos of partnering in such relationships. The Consultant is encouraged to propose arrangements that would help foster a cooperative and harmonious working relationship with the Client that would be to the benefit of both parties and to the Services.

## **22 COMMUNICATIONS**

Any notice or other document to be given under this Agreement by one Party to the other Party shall be deemed to have been duly given if left at or sent by hand or by registered post or by email, to the address or email number(s) given in Annex 2 for the Parties, or to such other addresses or numbers which may be designated by written notice.

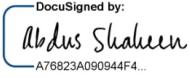
## **23 DISPUTES**

The Parties agree to make every reasonable effort to settle any dispute arising out of this Agreement amicably between themselves. If they cannot agree the dispute shall be referred to an independent adjudicator agreed by both Parties, whose decision shall be final and binding. The adjudicator's costs shall be shared equally between the Parties.

## **24 LAW**

This Agreement shall be governed by and construed according to the Laws of England and Wales and Bangladesh Laws.

Signed:

<b>For and on behalf of the Client</b>		<b>For and on behalf of the Consultant</b>	
<b>Signed:</b>	 Abdus Shaheen <small>A76823A090944F4...</small>	<b>Signed:</b>	
<b>Print:</b>	<b>Abdus Shaheen, Country Programme Manager</b>	<b>Print:</b>	<b>Md. Rejaur Rahman</b>
<b>Date:</b>	<b>2.7.2020</b>	<b>Date:</b>	

**Conducting needs assessment and GIS mapping in the Low-Income communities (LICs) for WASH improvement in two wards (38 & 41) Chattogram City Corporation (CCC)**

**PDS**

<b>Assignment name:</b> Conducting needs Assessment and GIS Mapping in the Low-Income Communities (LICs) for WASH improvement in two wards (38 & 41) of Chattogram City Corporation (CCC)	<b>Country:</b> Bangladesh <b>Approx. value of the assignment:</b> BDT 844,000.00
<b>Assignment location within country:</b> Chattogram	<b>Duration of assignment (months):</b> 1 month
<b>Name of Client:</b> United Delcot Water Ltd. (UDWL) Dhaka WASA	<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> 18 May, 2022	<b>Completion date(month/year):</b> 18 June, 2022 <b>No. of staff:</b> 19, <b>No. of staff -months:</b> 19
<b>Name of Joint Venture consultants, if any:</b> No	
<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil	
<b>Name of senior staff involved, and functions performed:</b> Team Leader Ahsanul Kabir, GIS Expert Md. Rejaur Rahman, WASH Mapping Expert S S Biddya Baron Sarker, Data Management Expert Nilanjana Bhowmick, Field Coordinator Habibur Rahman Pranto, 10 data enumerators and 02 field facilitators and 02 supervisors	
<b>Detailed narrative description of project:</b> The major objective of the project is to conduct assessment and GIS mapping in the Low-Income Communities (LICs) for WASH improvement in two wards of Chattogram City Corporation (CCC). Task of the project are : <ul style="list-style-type: none"><li>• Conduct an assessment to identify the current situation of WASH infrastructures, WASH services and WASH behavior in the low-income communities of the targeted 2 wards under Chattogram City Corporation</li><li>• Prepare a base map for the designated wards in liaison with respective and resourceful departments</li><li>• Identify the low-income communities inside the targeted wards and collect demographic and WASH information</li><li>• Prepare 2 intervention maps of the targeted wards incorporating needful information from the demographic and WASH survey</li><li>• Compare the existing WASH interventions with the previous database and update it accordingly</li><li>• Prepare a report considering the information collected and using basic spatial analysis and possibly network/ location-allocation analysis.</li><li>• To share the draft report and incorporate the feedbacks to prepare the final report</li></ul>	
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"><li>• Inception report just after signing of contract containing detailed methodologies including work plan</li><li>• Collected maps and short report of all institution visited, summarizing the discussions and listing/referencing all the maps</li><li>• Finalized excel database/s with demographic and WASH data</li><li>• Folders with GIS layers (individual ESRI shape files, and possibly also a multilayered ESRI ArcMap files gathering them in 1 map)</li><li>• A baseline report detailing the methodology, survey findings, analysis, results and suggested LICs The resulting maps should be made available physically</li></ul>	

<b>Firm's Name:</b>	<b>Geo-Planning for Advanced Development (GPAD)</b>
<b>Authorized Signature:</b>	

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**WSUP Ref: BAN277**

Conducting needs assessment and GIS mapping in the Low-Income Communities (LICs) for WASH improvement in two wards of Chattogram City Corporation (CCC)

### **Consultancy Agreement**

This Agreement is made on 18 May 2022 between:

**Water & Sanitation for the Urban Poor, (WSUP)**, a company duly incorporated and existing under the laws of England and Wales, 7th Floor, Fleet House, 8-12 New Bridge Street, London EC4V 6AL, UK and Dhaka Office Address: H.B. Tower (3rd Floor), 23/G/1, Panthapath, Dhaka-1205, Bangladesh (referred to in this Agreement as the Client)

AND

**Geo-Planning for Advanced Development (GPAD)**, House# 11, (1<sup>st</sup> Floor), Road# 4, Block-J, Banasrhree, Rampura, Dhaka-1219, Bangladesh (referred to in this Agreement as the Consultant), each referred to as a Party and collectively as the Parties. References to a Party shall include that Party's successors and lawful assigns.

#### **WHEREAS:**

- A. the Consultant provides consultancy and other services of a professional nature, and the Client has agreed to appoint the Consultant to provide consultancy services.
- B. the Client has an agreement with a funding agency (referred to as the Funder) to implement the project.

NOW the Parties agreed as follows:

#### **1 SERVICES**

The Client hereby engages the Consultant to provide, and the Consultant shall provide to the Client such services (referred to as the Services) as are set out in Part 1 A of the Schedule which forms part of this Agreement (referred to as the Schedule).

#### **2 PLACES OF WORK**

The Consultant shall perform the Services from home or offices on need of his services. The Consultant shall visit such other places as the Consultant deems necessary to carry out the Services, or as the Client shall reasonably direct.

#### **3 FEES**

In consideration of the Services the Client shall pay to the Consultant fees on the basis set out in Part 2 of the Schedule for the period during which the Services are provided in accordance with this Agreement. The Consultant shall invoice fees in accordance with the payment schedule set out in Part 2. The due date for payment will be 28 days after the date of receipt of the invoice.



WSUP Bangladesh, H.B.Tower, 23/G/1, Panthapath, Dhaka 1205, Bangladesh

Borealis & Boreouge | Care Int. UK | Cranfield University | Thames Water | Unilever

Company Limited by Guarantee No. 5419428 registered in England & Wales. Registered address: 10 Queen Street Place, London, EC4R 1BE



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The total value of consultancy work ordered under this Agreement shall not exceed **BDT844,000.00** inclusive of any fees and taxes [Eight hundred forty four thousand taka only] over the period of the Agreement. Any expenditure in excess of this amount would not be considered allowable costs.

The fees shall be deemed inclusive of all and any taxes, duties, levies, or other payments due to any fiscal or other governmental authorities for which the Consultant shall be liable.

No payments will be made to the Consultant until the Client receives payment from the Funder in respect of the Services, and any payment to the Consultant will not exceed the amount received by the Client.

#### 4. EXPENSES

Agreed budget value is described in clause 3. No additional expenses will be chargeable under this contract. Any expenses incurred would be considered disallowed costs and will not be reimbursed by the Client.

#### 5. INTELLECTUAL PROPERTY RIGHTS AND CONFIDENTIALITIES

Unless it is necessary in the normal course of the Services or approved in writing by the Client the Consultant shall not divulge to any third party either during the continuance of this Agreement or at any time thereafter any of the trade secrets or confidential business information of or belonging to the Client, or belonging to any employer of, or sub-Consultant to the Client, which may now or at any future time become known to the Consultant.

Copyright of all material created by the Consultant in the performance of the Services within this Agreement shall belong to the Client. The Consultant may request in writing to publish anonymized findings / anonymized data, but this consent is not automatic, and any consent from the Client must be provided in writing prior to any publication or use of anonymized findings / anonymized data.

The above obligation to maintain confidentiality shall continue indefinitely, save that the Parties shall be free to disclose documents and information which are:

- in the public domain
- enter the public domain lawfully
- are the subject of express consent by the Parties for publication.

The Client shall have no claim to any intellectual property attached to any new tools or methodology developed in the creation of assets or tools for the Client.

#### 6. PLAGIARISM

The Consultant agrees that they will not include plagiarized material in any Agreement deliverables, communications, or associated documentation. In this Agreement, plagiarism is presenting the ideas or work of any other Party as their own. This includes but is not limited to: verbatim quotation without clear acknowledgement; paraphrasing, inaccurate citation, and failure to acknowledge assistance. Any allegation of plagiarism found to be upheld will result in the withdrawal of the work concerned, return of any payment made in respect to the work concerned, and termination of this Agreement.

#### 7. STANDARDS OF CARE

The Consultant shall perform the Services with reasonable skill, care and diligence. All comments from the client will need to be included in the final products.

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#### **8. PROTECTION OF PERSONAL DATA**

The activities undertaken under this Agreement may require the collection and storage of personal data relating to partners and beneficiaries. Both Parties agree to adhere to the requirements of all legislation and regulations in force in Bangladesh pertaining to data protection for the term of this agreement. Additionally, the Consultant shall abide by the requirements of the UK Data Protection Act 2018 and the requirements of WSUP's Information Security and Data Protection policy detailed in: <https://www.wsup.com/content/uploads/2018/02/WBP500-Information-Security-Data-Protection-Policy-signed-Feb-2018.pdf>.

#### **9. WSUP'S BUSINESS ETHICS**

As a pre-condition of releasing WSUP funds, authorized representatives of all WSUP member organizations, project partners, contractors, sub-contractors consultants and sub-consultants that receive funding for WSUP projects must read, understand and adhere to WSUP's Business Ethics Policy as set out in WBP800 (see link <https://www.wsup.com/content/uploads/2018/02/WBP800-Business-Ethics-Policy-signed-Feb-2018.pdf>) and further commit to abide by the principles set out in performing the services contracted to WSUP. In signing this Agreement, you, the Consultant, are confirming that you have read and understood it and will abide by these principles. For the purposes of the Business Integrity and Ethics clauses, "[Business Partner]" shall mean the Consultant.

#### **10. SAFEGUARDING**

The Parties agree that while undertaking any activities governed by this Contract, all parties, including sub-contractors and sub-consultants covered under this contract, must read, understand and adhere to the guidelines set out in the Child, Young People & Vulnerable Adult Protection Policy as set out in WBP900 and the Safeguarding Policy as set out in WBP1000 (see link <https://www.wsup.com/about/governance/>). In signing this Agreement you, the Consultant, are confirming that you have read and understood the Policies and will abide by their principles, and will ensure that all individuals or organizations working on your behalf in the carrying out of the work covered by this Agreement shall also have read and understood the Policies, and confirm that they shall abide by their principles. You furthermore agree that any allegation made against you or anyone working on your behalf, directly or indirectly, relating to safeguarding or the protection of children, will be reported to WSUP within 72 hours.

#### **11. RISK, HEALTH AND SAFETY**

The Consultant acknowledges that it has assessed and accepts any risks associated with the provision of the Services. The Consultant confirms that it will take all reasonable measures to ensure the health and safety of those involved in performing the Services. It is the responsibility of the Consultant to ensure that its staff who are working on W SUP projects are covered by appropriate Health and Safety and Insurance policies, including all insurances mandated by the law of Bangladesh.

#### **12. INSURANCES**

The Consultant shall use reasonable endeavors to maintain in force public liability and professional indemnity insurance cover which is adequate to protect the Client against claims arising from the Services (see Schedule Part 1). The cover arranged by the Consultant shall indemnify the Client against claims by third parties.

#### **13. CLIENT'S DUTIES**

The Client shall supply to the Consultant without charge and within a reasonable time all necessary and relevant data and information in the possession of the Client and shall give such assistance as shall reasonably be required by the Consultant in the performance of the Services. The Client will assist in the introductions to relevant participants both inside and outside the W SUP team as may be required in order for the Consultant to carry out their duties.

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#### **14. CLIENT'S DECISIONS**

The Client shall give decisions on matters properly referred to the Client by the Consultant in such reasonable time so as not to delay or disrupt the performance by the Consultant of the Services.

#### **15. MEDICAL COSTS**

The Consultant shall be solely responsible for any costs of medication and medical attention occasioned by the Consultant's ill health, injury or other incapacity during the subsistence of this agreement and for any costs of any medical examinations.

#### **16. PERSONAL ACCIDENT AND TRAVEL INSURANCE**

The Consultant shall be solely responsible for any costs for personal accident, medical and travel insurance for the duration of this agreement.

#### **17. AIR TRAVEL**

This assignment is in country services. If needed any domestic Air Travel, Consultant will arrange by their own initiative.

#### **18. DURATION**

This Agreement is valid from 18/05/2022 and is required to be completed within 4 weeks from the day of signing the contract unless all services are duly received prior.

#### **19. TERMINATION**

WSUP may terminate this Agreement with immediate effect if the Consultant (and/or any sub-contractors and/or sub-consultants) breaches WSUP's policies on Business Ethics, Data Protection, Safeguarding, Protection of Children, Young Persons, and Vulnerable Adults; or where the Consultant is unable to carry out its obligations under the Agreement, or if their actions threaten the reputation of WSUP. WSUP may terminate this Agreement with at least five (5) calendar days written notice if:

- (a) the quality of the Services provided by the Consultant proves unacceptable to the Client.
- (b) If the Consultant consistently fails to meet agreed deadlines, in a way which proves unacceptable to the Client.
- (c) the Consultant has failed to execute the work in accordance with the terms and conditions of the contract.
- (d) the Funder cancels their agreement with the Client.
- (e) force majeure occurs. In this clause "force majeure" means the occurrence of an event beyond the control of a Party, which prevents that Party performing its contractual obligations.

#### **20. INCAPACITIES**

The Client shall not be responsible for providing a pension for the Consultant. In the event of ill health, injury or other incapacity of the Consultant preventing performance of the Services then the following action shall be taken:

- (a) Consultant shall notify the Client in writing as soon as practicable of all relevant circumstances; and
- (b) Client shall have the right to postpone or abandon the Services by giving reasonable notice to the Consultant.

#### **21. CLIENT'S PROPERTY**

On termination of this Agreement the Consultant shall promptly deliver up to the Client all documents and papers relating to the Services and all other property of and belonging to the Client which may be in the possession or control of the Consultant.

#### **22. COOPERATION**

The Client wishes to have good working relationships with its consultants and suppliers and embraces the ethos of partnering in such relationships. The Consultant is encouraged to propose arrangements that would help foster a cooperative and harmonious working relationship with the Client that would be to the benefit of both parties and to the Services.

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#### **23. COMMUNICATIONS**

Any notice or other document to be given under this Agreement by one Party to the other Party shall be deemed to have been duly given if left at or sent by hand or by registered post or by email, to the address or email number(s) given in Annex 2 for the Parties, or to such other addresses or numbers which may be designated by written notice.

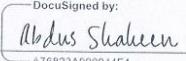
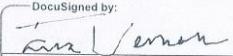
#### **24. DISPUTES**

The Parties agree to make every reasonable effort to settle any dispute arising out of this Agreement amicably between themselves. If they cannot agree the dispute shall be referred to an independent adjudicator agreed by both Parties, whose decision shall be final and binding. The adjudicator's costs shall be shared equally between the Parties.

#### **25. LAWS**

This Agreement shall be governed by and construed according to the Laws of Bangladesh.

Signed:

For and on behalf of the Client		For and on behalf of the Consultant	
Signed:	 A76823A090944F4...	Signed:	 Md. Rejaur Rahman Managing Director Geo-Planning for Advanced Development (GPAD)
Print:	Abdus Shaheen Country Manager	Print:	
Date:	18/05/2022	Date:	18/05/2022
Signed:	 A9A1ADD0F3909453...		
Print:	Tara Vernon Head of Global Programmes		
Date:	18/05/2022		



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#### **ANNEX 1: SCHEDULE TO THE AGREEMENT REF: BAN277 BETWEEN WSUP AND GPAD**

##### **PART 1: The Services**

###### **A. Scope of the Consultant's Services**

The Consultant shall provide the Services in accordance with the Terms of Reference detailed in Annex 2 below. It is anticipated that the assignment will be completed in 04 weeks from the date of commencement. If at any stage it is anticipated that additional time is required, this must be agreed with the Client in advance

###### **Scope of works**

- Conduct an assessment to identify the current situation of WASH infrastructures, WASH services and WASH behaviour in the low-income communities of the targeted 2 wards under Chattogram City Corporation
- Analyse the scope of WASH intervention in the targeted low-income communities to- improve the existing WASH facilities, ensure better provision of WASH services and improve the WASH behaviour of the dwellers
- Prepare a GIS Map based on the analysis, expressing the level of WASH vulnerability in the targeted low-income communities, scope of investment based on the communities' ability and willingness, level of hygiene education needs to improve the community's KAP
- Update the older GIS database created against the WASH condition of LICs in ward no 39 and 40 expressing the changes due to WSUP intervention in different layers.

###### **Deliverables**

- a) Folders (paper AND/OR digital) with copies of all the collected maps
- b) A short report listing all the institutions visited, summarising the discussions and listing/referencing all the maps contained in the folder mentioned above
- c) Finalised excel database/s with demographic and WASH
- d) Folders with GIS layers (individual ESRI shapefiles, and possibly also a multi-layered ESRI ArcMap files gathering them in 1 map) AND .jpg OR .gif images of all the maps digitised/created from GEP and other sources
- e) A baseline report detailing the methodology, survey findings, analysis, results and suggested LICs for interventions based on their vulnerability and WASH education score
- f) Folders (digital) with copies of all the GIS files used (in the ESRI shapefiles format, possibly also a multi-layered ESRI ArcMap files gathering them in 1 map)
- g) The resulting maps should be made available physically (e.g., A3 to A0 paper maps, as appropriate)

The consultant will provide the deliverables as agreed with the Client's requirement in accordance with the ToR as well as the submitted proposal by the consultant and accepted by the client.

###### **B Insurance Requirements**

The Consultant should hold all insurances mandated by Bangladesh law and should be ready to provide copies of the insurance to the Client upon request.

###### **C Duration**

This Agreement shall commence on 18.5.2022 and is required to be completed within 4 weeks from the day of signing the contract unless all services are duly received prior, or it is terminated under Clause 19, or extended by the agreement of both Parties.

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#### PART 2: The Fees and Invoice

The total budget covered under this service Agreement is BDT844,000.00 [Eight hundred forty four taka only] including VAT. WSUP will make payment to GPAD on the following schedule:

Payment	Details	Payment Schedule	Amount BDT)
1 <sup>st</sup> Instalment	Upon signing agreement and sharing their plan of activities through an inception meeting with WSUP BD	40%	337,600.00
2nd & Final Instalment	After submission of final report and sharing with WSUP BD	60%	506,400.00
<b>Total (Including VAT &amp; Tax)</b>			<b>844,000.00</b>

Fees will be paid through Bank and to ensure accurate and timely receipt of funds, the following details are required:

Account Title/Name	Geo Planning for Advanced Development (GPAD)
Account Number	1262101000005390
Account Type	Current Account
Bank Swift Code	UCBLBDDH
Routing Number	245260726
Bank Name	United Commercial Bank Ltd.
Branch Address	Banasree Branch, Dhaka, Bangladesh

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#### **ANNEX 2 TO THE AGREEMENT REF: BAN277 BETWEEN WSUP AND GPAD**

**Terms of Reference (ToR) for Conducting needs assessment and GIS mapping in the Low-Income Communities (LICs) for WASH improvement in two wards of Chattogram City Corporation (CCC)**

##### **Background of the assignment**

For the first time in history, more than half of the global population live in towns and cities. By 2050, that proportion is expected to rise to two-thirds with population growth happening fastest in urban areas of less developed regions. Almost 900 million city-dwellers worldwide already live in overcrowded slums or low-income settlements, with inadequate, often non-existent, water and sanitation services. This not only contributes to poor health conditions and undignified living but underpins so many other areas of development: education, especially amongst girls, employment, gender equality, climate resilience and the growth of an economy.

Despite the progress under Sustainable Development Goal 6, we are not on target to achieve the goal of 'Water and Sanitation for all by 2030'. Of all the countries with less than 95% water coverage in 2015, only one in five is likely to achieve basic water services for all by 2030. Progress in sanitation is even worse, with only one in ten countries with less than 95% coverage in 2015 on track to achieve universal access.

Funder has recognized the importance of improving the water, sanitation and hygiene (WASH) conditions of its workers and their communities and WASH is well articulated within Factory Workers and Communities Development Programme (WCD). Funder as part of its WCD programme has approached Water and Sanitation for Urban Poor (WSUP) to develop a project for improving the WASH status of factory workers and their communities in Chattogram, Bangladesh.

##### **Objectives of the assignment**

- Conduct an assessment to identify the current situation of WASH infrastructures, WASH services and WASH behaviour in the low-income communities of the targeted 2 wards under Chattogram City Corporation
- Analyse the scope of WASH intervention in the targeted low-income communities to- improve the existing WASH facilities, ensure better provision of WASH services and improve the WASH behaviour of the dwellers
- Prepare a GIS Map based on the analysis, expressing the level of WASH vulnerability in the targeted low-income communities, scope of investment based on the communities' ability and willingness, level of hygiene education needs to improve the community's KAP
- Update the older GIS database created against the WASH condition of LICs in ward no 39 and 40 expressing the changes due to WSUP intervention in different layers.

##### **Intervention areas**

The study will take place inside the existing low-income communities in the two targeted wards (ward numbers are yet to be finalized) in Chattogram City Corporation.




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#### **Detail Tasks and Deliverables**

The tasks and deliverables as outlined for the assignment are listed below:

<b>Tasks</b>	<b>Deliverables</b>
Prepare a base map for the designated wards in liaison with respective and resourceful departments and or by digitizing google earth pro data; the base map should include roads, surface waterbodies, important buildings (e.g., schools, health facilities, administrative buildings, CWASA pumps, CCC waste disposal stations etc.) and landmarks and must be finalized through ground truthing	<ul style="list-style-type: none"> <li>a) Folders (paper AND/OR digital) with copies of all the collected maps</li> <li>b) A short report listing all the institutions visited, summarising the discussions and listing/referencing all the maps contained in the folder mentioned above</li> </ul>
Identify the low-income communities inside the targeted wards and collect demographic (e.g., family, employment, children, adolescent etc.) and WASH (e.g., facilities, services, behaviour etc.) information using survey tool designed in consultation with WSUP	<ul style="list-style-type: none"> <li>a) Finalised excel database/s with demographic and WASH</li> </ul>
Prepare 2 intervention maps of the targeted wards incorporating needful information from the demographic and WASH survey; the map must include- (i) separate layers for WASH infrastructures with different level of vulnerabilities, (ii) separate layers differentiating, different communities' ability to tap investment for WASH improvement and (iii) separate layers based on the communities' current hygiene education status	<ul style="list-style-type: none"> <li>a) Folders with GIS layers (individual ESRI shapefiles, and possibly also a multi-layered ESRI ArcMap files gathering them in 1 map) AND .jpg OR .gif images of all the maps digitised/created from GEP and other sources</li> </ul>
Considering the information collected above and using basic spatial analysis and possibly network/location-allocation analysis prepare a report, which will necessarily have consequences on the number of infrastructures to be planned and mapped.	<ul style="list-style-type: none"> <li>a) A baseline report detailing the methodology, survey findings, analysis, results and suggested LICs for interventions based on their vulnerability and WASH education score</li> <li>b) Folders (digital) with copies of all the GIS files used (in the ESRI shapefiles format, possibly also a multi-layered ESRI ArcMap files gathering them in 1 map)</li> <li>c) The resulting maps should be made available physically (e.g., A3 to A0 paper maps, as appropriate)</li> </ul>



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**Assignment timeframe**

A maximum time of 4 weeks can be proposed in the technical proposal submitted by the consultant.

**Submission of proposal**

Please submit technical proposal (not exceeding 6 pages) and financial proposal (separation of both proposals is not mandatory) along with the legal documents [BIN certificate; TIN certificate; Updated Trade license/Certificate of Incorporation; National ID (for individuals only)] by 30 April 2022. to the following email address wsupbangladesh@wsup.com. For any queries, please write to psaha@wsup.com.



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**ANNEX 3: TO THE AGREEMENT REF BAN277 WSUP Bangladesh AND GPAD**

**Contact Details;**

**For WSUP Bangladesh:**

Contact person:	Md. Habibur Rahman
Address:	3 <sup>rd</sup> floor; 23/G/1; H.B Tower; Panthapath; Dhaka
Email:	hrahman@wsup.com

**For GPAD:**

Contact person:	S. S Biddya Baron Sarker
Address:	Geo-Planning for Advanced Development (GPAD)
Email:	Planner.shimul0304@gmail.com



**Baseline Study of Existing WASH Facilities in Selected Areas of Ashulia where Kontoor Brands, Inc.'s Supplying Factories' Workers and Dwelling**

**PDS**

<b>Assignment name:</b> Baseline Study of Existing WASH Facilities in Selected Areas of Ashulia where Kontoor Brands, Inc.'s Supplying Factories' Workers and Dwelling		<b>Country:</b> Bangladesh
		<b>Approx. value of the assignment:</b> BDT 300,000.00
<b>Assignment location within country:</b> Dhaka		<b>Duration of assignment (months):</b> 3 Months
<b>Name of Client:</b> Water & Sanitation for the Urban Poor (WSUP)		<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> May, 2019	<b>Completion date(month/year):</b> July, 2019	<b>No. of staff:</b> 07, <b>No. of staff -months:</b> 21
<b>Name of Joint Venture consultants, if any:</b> No		<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved, and functions performed:</b> Leader Researcher- S.S. Biddya Baron Sarker, Research Assistant- Nilanjana Bhowmick, Data Analyst- Ishteaque Ali Riyasat, Data Collector/Enumerators- 04		
<b>Detailed narrative description of project:</b> <ul style="list-style-type: none"> <li>• Desk Review</li> <li>• Review relevant project documents, M &amp; E framework, baseline report, other programme reports, policy etc</li> <li>• Interview/consult with 2 working factories' management, RMG workers, NGO/ Local service providers, Natural leaders/Community leaders, Community peoples, women, girls, etc</li> <li>• Preparation of Draft Methods and Tools</li> <li>• Qualitative Assessment with Focus Group Discussion (FGD), In-depth Interview (IDI), Key Informants' Interview (KII), Case Studies, Mapping and other tools.</li> <li>• Data Analysis</li> <li>• Training of field teams (data collector/enumerator/supervisors)</li> <li>• Report preparation</li> </ul>		
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"> <li>• An inception report with proposed evaluation tools.</li> <li>• A final evaluation report (not more than 15 pages) with profound executive summary and set of recommendations useful for further project development</li> </ul>		

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	

## WASH assessment GIS Mapping of LICs in Dhaka South City Corporation

### PDS

<b>Assignment name:</b> Consultancy Services for WASH assessment GIS Mapping of LICs in Dhaka South City Corporation	<b>Country:</b> Bangladesh
	<b>Approx. value of the assignment:</b> BDT 1,628,527.78
<b>Assignment location within country:</b> Dhaka South City Corporation	<b>Duration of assignment (months):</b> 3 months
<b>Name of Client:</b> Water & Sanitation for the Urban Poor (WSUP), Bangladesh	<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> May 2019	<b>Completion date(month/year):</b> July 2019 <b>No. of staff:</b> 11, <b>No. of staff – months:</b> 33
<b>Name of Joint Venture consultants, if any:</b> No	<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved and functions performed:</b> Team Leade & GIS Specialist- Md. Rejaur Rahman, Senior GIS Specialist - Md. Raihanul Islam, Survey Expert- S S Biddya Baron Sarker, GIS Assistant (02 Person), Surveyor (06 Person)	
<b>Detailed narrative description of project:</b> <ul style="list-style-type: none"> <li>• Prepare maps to identify the location and boundaries of important 10 selected slum areas of Dhaka South City Corporation area</li> <li>• Prepare a database including all the aforementioned information on slums and squatter settlements using GIS software</li> <li>• Problem identification and Goal Formulation</li> <li>• Existing Geo-Database or Map collection</li> <li>• Prepare Base Map for Surveying including Boundaries, Streets, Blocks of Slum and LIC</li> <li>• Geo Spatial Analysis (Overlay, Proximity, Buffer, Extract, Statistics)</li> <li>• Data Validation &amp; Digitization</li> <li>• GIS Map Preparation and reporting</li> <li>• Report and Data Collection</li> </ul>	
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"> <li>• Inception Report</li> <li>• Tools and Finalization of Technical proposal</li> <li>• Draft and Final Map of the Slum areas as follows (3 Set):</li> <li>• Slum/low settlement area maps – 3 Nos</li> <li>• (Color printed copies of each ward map in A3 size)</li> <li>• Combined map of Dhaka South city indicating slum/low settlement areas – 3 No Nos (Color printed copies of each Combined map in A0 size)</li> <li>• Geodatabase/shape file of all prepared layer and layer in GIS format</li> <li>• Softcopy of all prepared maps in Shapefile/Excel/KML/JPEG/DXF/DWG format (2 sets DVD).</li> <li>• Final reports with Maps</li> <li>• All Photograph and relevant Documents</li> </ul>	

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	



Water & Sanitation  
for the Urban Poor

WSUP Ref:BAN039

**GIS Mapping of LCs in Dhaka South City Corporation  
CONSULTANCY AGREEMENT**

This Agreement is made on 25 April 2019 between:

Water & Sanitation for the Urban Poor, (WSUP), a company duly incorporated and existing under the laws of England and Wales, with its registered office at 10 Queen Street Place, London EC4R 1BE (referred to in this Agreement as the Client)

AND

Geo-Planning for Advanced Development, Registered Address: GP Ja # 61, Waireless Gate, Mohakhali, Gulshan, Dhaka-1212, Bangladesh. Corporate Office: House No. # 11 (Flat A1), Road # 4, Block # J, Banashree, Meradia, Rampura, Dhaka 1219 (referred to in this Agreement as the Consultant),

each referred to as a Party and collectively as the Parties. References to a Party shall include that Party's successors and lawful assigns.

**WHEREAS:**

A the Consultant provides consultancy and other services of a professional nature and the Client has agreed to appoint the Consultant to provide consultancy services.

B the Client has an agreement with a funding agency (referred to as the Funder) to implement the project.

NOW the Parties agree as follows:

**1 SERVICES**

The Client hereby engages the Consultant to provide and the Consultant shall provide to the Client such services (referred to as the Services) as are set out in Part 1 A of the Schedule which forms part of this Agreement (referred to as the Schedule).

**2 PLACES OF WORK**

The Consultant shall perform the Services from their home or office and shall visit such other places as the Consultant deems necessary to carry out the Services, or as the Client shall reasonably direct. The Client will assist in the procurement of visas and permits as may be required in order for the Consultant to carry out his duties.

WSUP, 7th Floor, Fleet House, 8-12 New Bridge Street, London, UK, EC4V 6AL

Borealis & Boreouge | Care Int. UK | Cranfield University | Mott MacDonald | Thames Water | Unilever | WaterAid

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**22 COMMUNICATIONS**

Any notice or other document to be given under this Agreement by one Party to the other Party shall be deemed to have been duly given if left at or sent by hand or by registered post or by email, to the address or email number(s) given in Annex 2 for the Parties, or to such other addresses or numbers which may be designated by written notice.

**23 DISPUTES**

The Parties agree to make every reasonable effort to settle any dispute arising out of this Agreement amicably between themselves. If they cannot agree the dispute shall be referred to an independent adjudicator agreed by both Parties, whose decision shall be final and binding. The adjudicator's costs shall be shared equally between the Parties.

**24 LAW**

This Agreement shall be governed by and construed according to the Laws of England and Wales and Bangladesh Laws.

Signed:

For and on behalf of the Client		For and on behalf of the Consultant	
Signed:		Signed:	
Print:	Jeremy Horner	Print:	Md. Raihanul Islam
Date:	26 April 2019	Date:	26/04/2019

**Monitoring Training on TAB based Data Collection (Kobo Collect, Fulcrum, ODK, Hervestyourdata)**
**PDS**

<b>Assignment name:</b> Monitoring Training on TAB based Data Collection (Kobo Collect, Fulcrum, ODK, Hervestyourdata)	<b>Country:</b> Bangladesh
	<b>Approx. value of the assignment:</b> BDT 140,380.00
<b>Assignment location within country:</b> BRAC	<b>Duration of assignment (months):</b> 5 days
<b>Name of Client:</b> Solidarities Inter-national, Bangladesh	<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> Sep 2019	<b>Completion date(month/year):</b> Sep 2019 <b>No. of staff:</b> 03, <b>No. of staff -months:</b> 03
<b>Name of Joint Venture consultants, if any:</b> No	<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved and functions performed:</b> Senior Training Instructor- Md. Rejaur Rahman, Training Instructor- S.S. Bidya Baron Sarker, Trainer- Md. Moniruzzaman	
<b>Detailed narrative description of project:</b> The main objective of the assignment is to provide professional training to the BRAC Officials, which includes Data Collection, MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry etc. The duration of the training was 5 days long.	
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"> <li>• Training materials</li> <li>• Training schedules</li> <li>• Training on Data Collection, MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry</li> </ul>	

<b>Firm's Name:</b>	<b>Geo-Planning for Advanced Development (GPAD)</b>
<b>Authorized Signature:</b>	


**BRAC**

75, Mohakhali

Dhaka - 1212

VAT and TAX Deduction Statement For the Financial Year July 2019 To June 2020

**Transaction ID:** 000116336  
**Name of Party:** P009757 Geo-Planning for Advance Development (GPAD)  
**Address:** GP Ja 61, Waireless, Mohakhali, Gulshan, Dhaka  
**BIN :** 001134897  
**Phone #:** 0  
**Bill No:** Nil  
**M.Challan No :** 05  
**M.Challan Date:** 21.08.19  
**REQ. No :**

Particulars	Bill Amount	VAT		TAX		Total Amount
		Rate	Taka	Rate	Taka	
Opening Amount	0.00					
Opening Taxable Amount	0.00					
Current Bill/Advance	17/09/2019	153,750.00				
Current Taxable Amount	17/09/2019	133,696.00	0.00	10.00%	13,370.00	13,370.00
		<b>Total Amount:</b> 153,750.00				
		<b>Total Taxable Amount:</b> 133,696.00				
Applicable Deduction:			0.00	10.00 %	13,370.00	
Less: Deduction Before	17/09/2019		0.00		0.00	
Net Deduction:			0.00		13,370.00	13,370.00
Net Payment(Current Bill-Net Deduction)						140,380.00

**Prepared & Checked By**

**Name :** Dijen  
**Desig :** Senior Officer, Finance  
**Date :** 17/09/2019

**Telephone : 9881265 Ext.-3678**

BRAC  
 BRAC Centre  
 75 Mohakhali  
 Dhaka 1212  
 Bangladesh

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 F: +88 02 8823542  
 E: info@brac.net  
 W: www.brac.net

Registered in  
 Bangladesh under  
 The Societies  
 Registration Act of 1860

Print Date: 25/9/2019 5:50:02PM

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**Training on MEAL and WASH Team of Solidarities Inter-national, Bangladesh, at Taknuf, 2019**

**PDS**

<b>Assignment name:</b> Training on MEAL and WASH Team of Solidarities Inter-national, Bangladesh, at Taknuf, 2019	<b>Country:</b> Bangladesh <b>Approx. value of the assignment:</b> BDT 250,000.00
<b>Assignment location within country:</b> Taknuf	<b>Duration of assignment (months):</b> 6 days
<b>Name of Client:</b> Solidarities Inter-national, Bangladesh	<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> 21 July 2019	<b>Completion date(month/year):</b> 26 July 2019
<b>Name of Joint Venture consultants, if any:</b> No	<b>No. of staff:</b> 03, <b>No. of staff -months:</b> 03 <b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved and functions performed:</b> Senior Training Instructor- Md. Rejaur Rahman, Training Instructor- S.S. Bidya Baron Sarker, Trainer- Md. Moniruzzaman	
<b>Detailed narrative description of project:</b> The main objective of the assignment is to provide professional training to the Solidarities Inter-national Officials, which includes MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry etc. The duration of the training was 6 days long.	
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"> <li>• Training materials</li> <li>• Training schedules</li> <li>• Training on MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry</li> </ul>	

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	



## CONSULTANCY CONTRACT

Contract number: CNT/SRV/DHA/WSH/068/19

IOF reference: TEK/LOG/166/TEK/19

Agreement made and entered into the date of July 16, 2019, in the place of **DHAKA, Bangladesh** by  
and between:

**Solidarités INTERNATIONAL**, non-profit and non - governmental organization

House-23, Road-113/A, Gulshan-2, Dhaka-1212, Dhaka, BANGLADESH

With his Headquarters at 89 rue de Paris, 92110 Clichy La Garenne, France

Represented by **Parthesarathy RAJENDRAN**, Head of Mission Bangladesh,

Hereinafter known and referred to as the «**Solidarites INTERNATIONAL**»,

And:

**S.M. Mostafiqur Rahman**, Coordinator

Geo planning for development (GPAD).

House – 12 Ground floor, Road- 4, Block J,Banashree, Dhaka-1219, Dhaka, BANGLADESH

Hereinafter known and referred to as the «**Consultant**»,

Hereinafter collectively referred to as "The Parties";

### Article 1: Object of the consultancy

1.1 Solidarites INTERNATIONAL contracts the Consultant for the following specific objectives:

The main purpose of the assignment is to train the Teknaf Base SI staffs on the following:

- o Categorize Raster and Vector data
- o Georeferenced the maps and the new uploaded layers
- o Edit graphic aspects and add information on the maps like village names
- o Be able to disaggregate data and visually separate them from a series based on one parameter (for example boreholes with E coli concentration)
- o Be able to insert georeferenced forms and polygons with data (for examples blocks with population data or density within a block)
- o Master excel to GIS data treatment (CSV format compatibility etc...)
- o Be able to use geoprocessing geometry and analysis (like buffers, intersection computing etc...)
- o Measuring distance and surface

CNT/SRV/DHA/WSH/068/19

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- o Install and use plugins
- o Add layers of all types from basic (vector, raster, postgis etc..)
- o Add Google earth/satellite image to GIS file.
- o Have a basic understanding of the different georeferentials (wgs, mercador etc...)
- o Be able to set a solid information system data collection for GIS purposes.
- o Add topographic information
- o Publish/print maps with title, scale and legend
- o Understand the open Sources of GIS and be able to perform a download from openstreet maps and other open sources.

#### **Article 2: Obligations**

2.1 Under the contract the derivable from the consultant are:

Training documents for staff in English— soft copies with all original documents in modifiable version (Word, Excel, PPT, etc.)

Training certificates: to be delivered to all trainees.

2.2 Work plan:

The actual training will be delivered in 5 days.

The number of estimated hours required to complete the course is 40 hours, which means a workload of 8 hours on average per day.

Training Dates: 21<sup>th</sup> to 26<sup>th</sup> July'2019

Training Venue: Central Resort, Teknaf sea beach, Teknaf

#### **Article 3: Terms of payment**

3.1 Solidarites INTERNATIONAL should pay to the Consultant a total amount of **Two fifty hundred thousand taka only (250,000 BDT)** excluding Taxes.

3.1.1 Both VAT and AIT will be deducted at source. The Consultant has to provide to Solidarites INTERNATIONAL TIN certificate at the signature of the contract.

3.1.2 50% of the total fee will be paid on signing the contract

3.1.3 The remaining amount (50%) will be paid upon acceptance of the final report

3.1.4 The payment would be made in crossed cheque by the name of the consultant or in the name of the company

#### **Article 4: Dispute Resolution**

4.1 Any dispute or controversy between the Parties pertaining to this agreement shall first be resolved amicably through consultations and/ or negotiations between the Parties based on the principles or mutual respect and understanding.

#### **Article 5: Term, Amendment and Termination**

5.1 This Agreement shall enter into force on the date of signature by both parties.

5.2 Both parties believing that grounds exist for termination of this agreement shall respect a notice period of three days (3) and notice the other parties with a written notification.

5.3 The terms of this Agreement may only be varied by written agreement between both Parties after consultation and mutual agreement, and such amendment shall come into force on the date of signature by both parties.

**Article 6: Confidentiality**

6.1 The Consultant agrees not to disclose any information related to Solidarites INTERNATIONAL unless required to do so by the Bangladeshi laws.

*in 2 original copies in English,*

Documents part of this contract:

Annex I              Goods Business Regulations

Annex II              Consultant's Quotation

  
For the Geo planning for development (GPAD)

Name: S.M. Mostafizur Rahman

Position: Consultant

Signature and stamp:

Date:



  
For SOLIDARITES INTERNATIONAL

Name: Parthesarathy RAJENDRAN

Position: Country Director

Signature and stamp:

Date:



---

**ANNEX I -SOLIDARITES INTERNATIONAL Good Business Regulations****Preamble**

---

SOLIDARITES INTERNATIONAL is a non-governmental organisation. Private, non-political, non-denominational and non-profit-making, it was set up in France in 1995 to intervene in countries throughout the world. Solidarities' vocation is to save lives by combating suffering, hunger, disease, and those crises threatening the lives of helpless men, women and children.

**These Good Business Regulations are the ground for a professional working relationship between SOLIDARITES INTERNATIONAL and the Consultant .**

**They are general regulations valid unless others particular conditions are mentioned in the contract. In case of conflicting terms within documents, the conditions of the contract or tender file will prevail on these Good Business Regulations.**

**Principles of the procurement procedures**

---

SOLIDARITES INTERNATIONAL has transparent procedures to award markets. Essential principles are

- *Transparency* in the procurement process
- *Proportionality* between the procedures followed for awarding contracts and the value of the markets
- *Equal treatment* of potential suppliers

Usual criteria to select a supplier are:

- Authorisation to perform the market
- Financial capacities
- Economic capacities
- Technical expertise

- **Bribery:** to offer SOLIDARITES INTERNATIONAL employees or expatriates monetary or in kind gifts in order to gain additional markets or to continue a contract
- **Involvement in a criminal organisation** or any other **illegal activity** established by a judgement that has the force of *res judicata*
- **Immoral Human Resources practices:** exploitation of child labour and the non-respect of basic social rights and working conditions of employees or sub-consultants

**SOLIDARITES INTERNATIONAL will exclude from a procurement procedure any candidate or tenderer falling into one of the following cases:**

- To be bankrupt or to be wound up, to have affairs administered by the courts, to have entered into an arrangement with creditors, to have suspended business activities, to be the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations
- To have been convicted of an offence concerning professional conduct by a judgement that has the force of *res judicata*
- To have been guilty of grave professional misconduct proven by any means that SOLIDARITES INTERNATIONAL can justify
- To have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country where SOLIDARITES INTERNATIONAL mission is operating or those of the country where the contract is to be performed
- They have been the subject of a judgement that has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests
- To have been declared to be in serious breach of contract for failure to comply with their contractual obligations in another previous procurement procedure

**SOLIDARITES INTERNATIONAL will not award contracts to candidates or tenderers who, during the procurement procedure:**

- Are subject to a conflict of interest
- Are guilty of misrepresentation in supplying the information required SOLIDARITES INTERNATIONAL as a condition of participation in the contract procedure or fail to supply this information

#### **Administrative and financial sanctions**

In the event a supplier, candidate or tenderer is engaged in corrupt, fraudulent, collusive or coercive practices SOLIDARITES INTERNATIONAL will impose:

##### **- Administrative sanctions**

Administrative sanctions are the official notification of the misconduct to the relevant civil or commercial authorities and the immediate termination of all existing working relationships.

- Professional capacities

Usual criteria to award markets are:

- Automatic award (the cheapest offer complying with all requirements)
- Best value for money (price/quality ratio)

#### Misbehaviour, ineligibility and exclusion

SOLIDARITES INTERNATIONAL considers the following misbehaviour as a valid ground for a systematic exclusion of an awarding market procedure and for the termination of all working relationship and contracts:

- **Fraud** defined as any intentional act or omission relating to:
  - The use or presentation of false, incorrect or incomplete statements or documents, which has as its effect the misappropriation or wrongful retention of SOLIDARITES INTERNATIONAL or institutional donors funds
  - Non-disclosure of information, with the same effect
  - The misapplication of such funds for purposes other than those for which they were originally granted
- **Active corruption:** to deliberately promise or give an advantage to an official for him/her to act or refrain from acting in accordance with his duty in a way which damages or is likely to damage SOLIDARITES INTERNATIONAL or institutional donors financial interests
- **Collusion:** the co-ordination of firm's competitive behaviour, with the likely result that prices rise, output is restricted and the profits of the colluding companies are higher than they would otherwise be. Collusive behaviour does not always rely on the existence of explicit agreements between firms, but can also be tacit.
- **Coercive practice:** harming or threatening to harm, directly or indirectly, persons, or their property to influence their participation in a procurement process, or affect the execution of a contract.

V *[Signature]* PD *[Signature]*

**Declaration of compliance & commitment to respect SOLIDARITES INTERNATIONAL**

**Good Business Regulations**

I, undersigned: **S.M. Mostafigur Rahman** representative of **Geo planning for development (GPAD)**  
... certify to understand and complied with these regulations.

On behalf of the company I act for, I accept the terms of SOLIDARITES INTERNATIONAL Good Business  
Regulations and I commit to achieve the best performances in the event **Geo planning for  
development (GPAD)** ....is awarded the market.

In addition, I certify that ... **Geo planning for development (GPAD)** ... doesn't fall in any of the  
conditions mentioned in the paragraph III: Misbehaviour, ineligibility and exclusion.

I explicitly guarantee that ... **Geo planning for development (GPAD)**..respects the principle of the non-exploitation of child labour and respects the basic social rights and working conditions of employees and sub-consultant s.

Date:

*(Signature and stamp)*

**Important note:** All the pages of these Good Business Regulations have to be endorsed with the initials of the company representative

CNT/SRV/DHA/WSH/068/19

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- **Financial sanctions**

SOLIDARITES INTERNATIONAL will request the reimbursement of the cost linked directly and directly to the conduct of a new tendering process or market award. If any, the tender or performance guarantee will be kept by SOLIDARITES INTERNATIONAL.

---

**Information of the French Embassy and the Donors**

---

SOLIDARITES INTERNATIONAL will inform immediately the French Embassy and will provide all the relevant information in the event a supplier, candidate or tenderer is engaged in corrupt, fraudulent, collusive or coercive practices.

---

**Provision for institutional donors**

---

The consultants agree to guarantee a right of access to their financial and accounting documents to the representatives of SOLIDARITES INTERNATIONAL' institutional donors for the purposes of checks and audits.

---

**Documents needed to be a supplier**

---

Hereafter is the minimal documentation a consultant working with SOLIDARITES INTERNATIONAL will have to provide:

- Personnel national ID document of the supplier/company representative
- Status and registration of the company
- Mission order or power of attorney authorising the representative to contact

**Important note:** Additional documentation may be required for a particular market.

In addition the consultant should have at least the following administrative material:

- Invoice
- Waybill (or delivery note)
- Receipt
- Official stamp



## Training on Spatial Database Preparation and GIS Mapping

### PDS

<b>Assignment name:</b> Training on Spatial Database Preparation and GIS Mapping	<b>Country:</b> Bangladesh
	<b>Approx. value of the assignment:</b> BDT 2,00,000.00
<b>Assignment location within country:</b> Dhaka	<b>Duration of assignment (months):</b> 1 month
<b>Name of Client:</b> Islamic Relief Worldwide	<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> Aug 2012	<b>Completion date(month/year):</b> Sep 2012
<b>Name of Joint Venture consultants, if any:</b> No	<b>No. of Staff-months of professional staff provided by associated consultants:</b> Nil
<b>Name of senior staff involved and functions performed:</b> Senior Training Instructor- Md. Rejaur Rahman, Training Instructor- S.S. Biddya Baron Sarker, Trainer- Md. Moniruzzaman	
<b>Detailed narrative description of project:</b> The main objective of the assignment is to provide professional training to the Islamic Relief Worldwide Officials, which includes GIS Mapping, MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry etc. The duration of the training was 1 month long.	
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"> <li>• Training materials</li> <li>• Training schedules</li> <li>• Training on MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry</li> </ul>	

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	



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**TITLE OF THE CONSULTANCY/ASSIGNMENT:** Spatial database preparation and GIS mapping for "Emergency Response & Early Recovery for AILA Affected Communities in Bangladesh"-Funded by DG-ECHO project

#### CONSULTANCY AGREEMENT

This agreement is made on this the 8<sup>th</sup> August 2012

#### Between

**Islamic Relief ,Bangladesh (IRB):** Islamic Relief (IR) is an international development organization established in the UK in 1984 seeks to promote sustainable economic and social development by working with local communities through relief and development activities and aims to contribute significantly to the Millennium Development Goals. IR is a signatory to the Code of Conduct for the International Red Cross and Red Crescent Movement and NGOs in Disaster Relief. It has consultative status with the Economic and Social Council of the United Nations. IR started its operation in Bangladesh in April 1991 in order to help the distressed survivors of a devastating cyclone in Chittagong. It was established and registered since November 10, 1991.

Cyclone AILA hit the coastal belt of Bangladesh on 25 May of 2009 and it massively caused 190 deaths and injured approximately 7,100 people. Total affected people were about 3.9 million. Approximate 100,000 livestock were killed, and nearly 350,000 acres of crop lands were destroyed. It also caused considerable infrastructure losses.

To recover the emergency food security, integrated livelihoods, protection and to reduce the risks of water borne diseases to the residual households still require humanitarian assistance in the AILA affected communities in South Bedkashi union under Koyra upazila of Khulna district, Islamic Relief Worldwide Bangladesh Office is implementing a project with funding from Director General – Worldwide Bangladesh Office titled "Emergency Response & Early Recovery for AILA Affected Communities in Bangladesh". To ensure that targeted households fulfill their basic humanitarian needs as per minimum sphere standard to uphold their survival that fosters early recovery, reduces vulnerability and enhances dignity. Under this project Islamic Relief Worldwide is delivering deep tubewells, family shelters, latrines, cash for works and cash for training.

#### And

#### Geo Planning for Advanced Development (GPAD)- Bangladesh

GPAD is enjoying the support of a good number of specialists and professionals in its regular payroll as resource personnel. It has adequate and highly sophisticated logistic facilities including computer hardware and software, office and field equipment, transportation & communication, office space with furniture and fixture, which are essential to undertake in-depth study/service of such project.

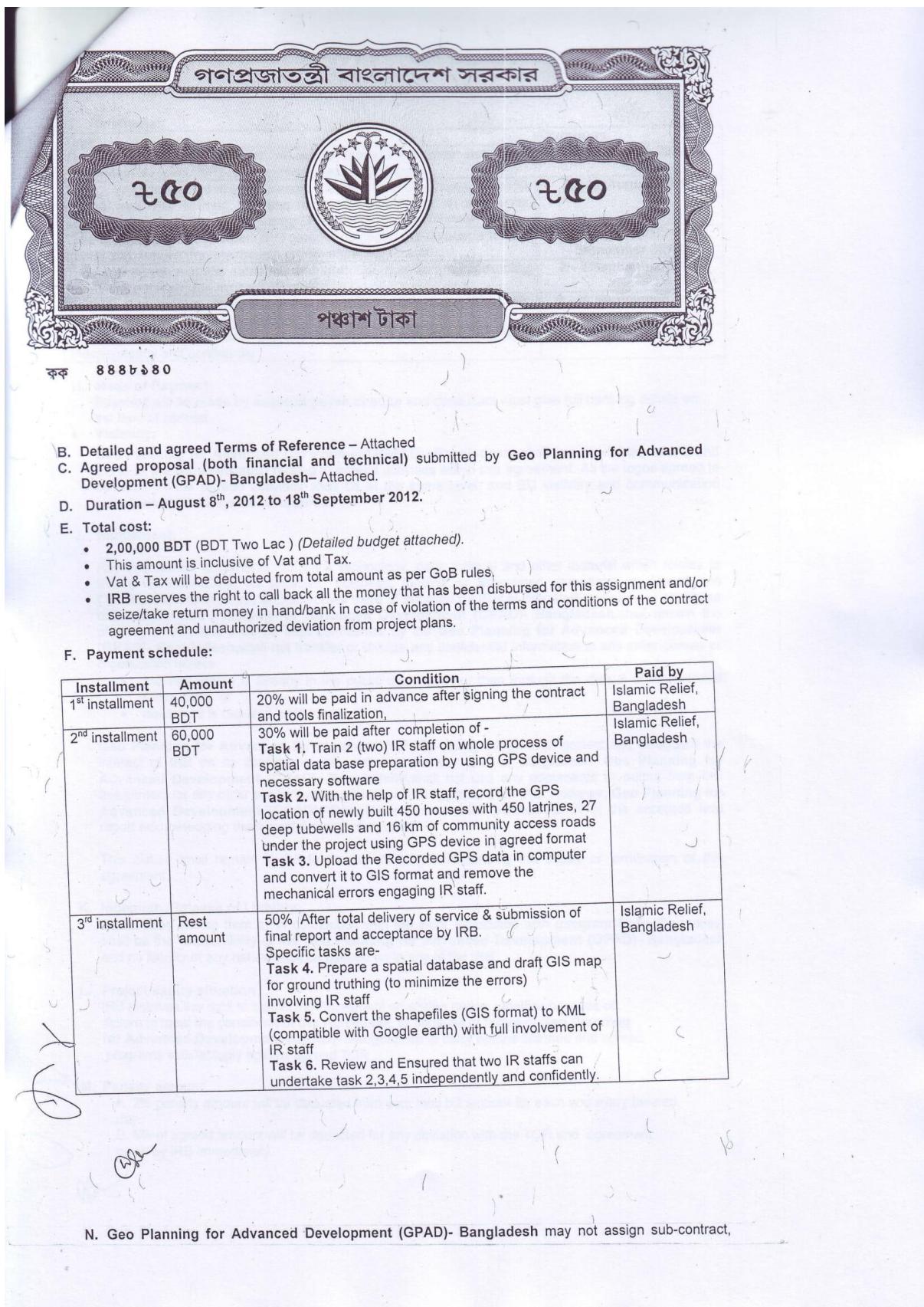
#### Registered Office:

Geo Planning for Advanced Development (GPAD)  
House No # 1/1, Zahurabad, Mirpur 1, Dhaka  
[www.gpadbd.com](http://www.gpadbd.com)

#### Special Conditions:

A. IRB Project reference: "Emergency Response & Early Recovery for AILA Affected Communities in Bangladesh"-Funded by DG-ECHO project.

N. Geo Planning for Advanced Development (GPAD)- Bangladesh may not assign sub-contract,



**G. Timeframe:**

Task	Durations
Task 1. Train 2 (two) IR staff on whole process of spatial data base preparation by using GPS device and necessary software	18-19 August 2012
Task 2. With the help of IR staff, record the GPS location of newly built 450 houses with 450 latrines, 27 deep tubewells and 16 km of community access roads under the project using GPS device in agreed format	22- 27 August 2012
Task 3. Upload the Recorded GPS data in computer and convert it to GIS format and remove the mechanical errors engaging IR staff	28 August 2012 - 01 September 2012
Task 4. Prepare a spatial database and draft GIS map for ground truthing (to minimize the errors) involving IR staff	2 - 8 September 2012
Task 5. Convert the shapefiles (GIS format) to KML (compatible with Google earth) with full involvement of IR staff	9 - 11 September 2012
Task 6. Review and Ensured that two IR staffs can undertake task 2,3,4,5 independently and confidently.	12 September 2012

**H. Mode of Payment:**

Payment will be made by **account payee cheque** and consultant must give full banking details on the time of contact.

**I. Visibility:**

**Geo Planning for Advanced Development (GPAD)- Bangladesh**, shall ensure visibility of IRB and EU in all the communication related to agreed activities within this agreement. All the logos agreed to be used for the agreed activities shall be at the same level, and EU visibility and communication guidelines shall always be considered.

**J. Entitlement:**

Any information, documents, software, technology, data, manual and other material which relates to IRB & ECHO-AILA-4, its activities, business, funding or associated companies or foundations ("confidential information") and all copies thereof supplied by IRB or prepared, gathered or otherwise obtained by **Geo Planning for Advanced Development (GPAD)- Bangladesh**, shall remain the property of IRB and shall be kept confidential by the **Geo Planning for Advanced Development (GPAD)- Bangladesh**, shall not transfer or divulge any confidential information to any other person or organization unless:

- the information is already in the public domain, other than through the default of the external Consultant; or
- disclosure is required by law

**Geo Planning for Advanced Development (GPAD)- Bangladesh** shall protect and safeguard the interest of IRB on its confidential information under the laws of Bangladesh. **Geo Planning for Advanced Development (GPAD)- Bangladesh**, shall not use any documents or output from this assignment for any other similar events without written approval from IRB. However, **Geo Planning for Advanced Development (GPAD)- Bangladesh**, can publish part/extract/full of the accepted final report acknowledging the financial contribution of IRB.

This clause shall remain in full force and effect notwithstanding the expiry or termination of this agreement.

**K. Indemnity/Release of Liability**

All liabilities arising from or in connection with the work associated with (program /project/ services) shall be the responsibility of the **Geo Planning for Advanced Development (GPAD)- Bangladesh** and no liability of any nature shall be passed on to any of the IRB.

**L. Project expiry situation**

IRB reserves the right to cancel the Agreement on written notice, whether because of failure to meet the conditions of this Agreement, or because of failure of **Geo Planning for Advanced Development (GPAD)- Bangladesh** to carry out the planned and agreed programs satisfactorily against agreed TOR.

**M. Penalty amount**

- A. 2% penalty amount will be deducted from your total bill amount for each and every belated day.  
 B. 5% of agreed amount will be deducted for any deviation with the TOR and agreement given by IRB immediately.

N. **Geo Planning for Advanced Development (GPAD)- Bangladesh** may not assign sub-contract,

delegate or otherwise transfer or dispose of any of its rights or obligation under this agreement.

**O. Reporting**

Geo Planning for Advanced Development (GPAD)- Bangladesh shall coordinate with Sayed Abul Basher-Project Manager- Cyclone AILA-4 (representing IRB) for all activity related matters.

**P. Entire Agreement**

This agreement and the documents referred to in it constitute the entire agreement between the parties and supersede any previous agreement. Any amendment or modification to this agreement shall be in written and signed by both parties.

**Q. Severability**

Any invalidity or unenforceability of any provision of this agreement shall not affect the validity or enforceability of the remaining provisions.

**R. Dispute Settlement**

Any dispute relating to this agreement, which could not be solved mutually shall be referred for arbitration of two arbitrators, each party nominating one. The decision of the Arbitrators shall be final and binding on both parties. The arbitration proceedings shall be conducted in English and shall take place in Dhaka. The arbitrators shall proceed to arbitrate as per arbitration Act 2001.

All notices to be given under agreement should be in writing and shall be sent by registered mail to the relevant party, at its address set out above or as may be notified by the party in accordance with this clause.

This agreement shall be governed by the laws of Bangladesh.

This agreement has been read, understood and signed by IRB and August 8, 2012

**A. Principal Signatory**

For IRB,



Shabel Firuz  
Country Director  
Islamic Relief, Bangladesh

For (GPAD)- Bangladesh

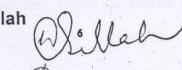
Md. Sohrab Hossain  
Director  
Geo Planning for Advanced Development  
(GPAD)- Bangladesh

**B. Witness:**

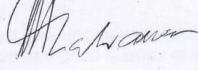
Dr. K.M Zalal Uddin Ahmed  
HRM & Admin Manager-Acting  
Islamic Relief, Bangladesh

Md. Rejaur Rahman  
Technical Coordinator  
Geo Planning for Advanced Development  
(GPAD)- Bangladesh

C. Md. Golam Motasim Billah  
Program-Manager-HAER  
Islamic Relief, Bangladesh



D. Md. Mojibur Rahaman  
Finance Mnager  
Islamic Relief, Bangladesh



**Annexure enclosed:**

- Terms of Reference
- Detailed budget
- Copy of final agreed proposal (both technical and financial) submitted by Geo Planning for Advanced Development (GPAD)- Bangladesh July 29, 2012, Revised by email on 5<sup>th</sup> August 2012.

**Basic training on Geographic Information System (GIS) & Remote Sensing (RS)**
**PDS**

<b>Assignment name:</b> Basic Training on Geographic Information System (GIS) & Remote Sensing (RS)	<b>Country:</b> Bangladesh
	<b>Approx. value of the assignment:</b> BDT 1,50,000.00
<b>Assignment location within country:</b> Bangladesh	<b>Duration of assignment (months):</b> 3 days
<b>Name of Client:</b> KUET	<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> 16 Jan 2015	<b>Completion date(month/year):</b> 18 Jan 2015
<b>Name of Joint Venture consultants, if any:</b> No	<b>No. of Staff-months of professional staff provided by associated consultants:</b> Nil
<b>Name of senior staff involved and functions performed:</b> Senior Training Instructor- Md. Rejaur Rahman, Training Instructor- S.S. Biddya Baron Sarker, Trainer- Md. Moniruzzaman	
<b>Detailed narrative description of project:</b> The main objective of the assignment is to provide professional training to the KUET Officials, which includes MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry etc. The duration of the training was 3 days long.	
<b>Detailed description of actual services provided by the staff:</b>	<ul style="list-style-type: none"> <li>• Training materials</li> <li>• Training schedules</li> <li>• Training on MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry</li> </ul>

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	

## Training on Geographic Information System (GIS) for Development Professionals

### PDS

<b>Assignment name:</b> Training on Geographic Information System (GIS) for Development Professionals	<b>Country:</b> Bangladesh
	<b>Approx. value of the assignment:</b> 40,000.00
<b>Assignment location within country:</b> Bangladesh	<b>Duration of assignment (months):</b> 1 month
<b>Name of Client:</b> Ipas Bangladesh	<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> May 2021	<b>Completion date(month/year):</b> June 2021
<b>No.</b>	<b>No. of staff: 03, No. of staff -months: 03</b>
<b>Name of Joint Venture consultants, if any:</b> No	<b>No. of Staff-months of professional staff provided by associated consultants:</b> Nil
<b>Name of senior staff involved and functions performed:</b> Senior Training Instructor- Md. Rejaur Rahman, Training Instructor- S.S. Biddya Baron Sarker, Trainer- Md. Moniruzzaman	
<b>Detailed narrative description of project:</b> The main objective of the assignment is to provide professional training to the Ipas Bangladesh Officials, which includes MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry etc. The duration of the training was 1 month long.	
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"> <li>• Training materials</li> <li>• Training schedules</li> <li>• Training on MS Office Professional, MS Word, Web Design, Database Development, Graphics Design, Data Entry</li> </ul>	

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	



Health. Access. Rights.

House # 438, Road # 30  
New DOHS, Mohakhali, Dhaka – 1206  
Phone: +880-2222286583, +880-2222286584  
ipasbangladesh@ipas.org, www.ipas.org

**TO WHOM IT MAY CONCERN**

Date: 31 August 2021

This is to certify that Geo-Planning for Advanced Development (GPAD) of House No # 11 (1<sup>st</sup> Floor), Road No # 04, Block-J, Banashree, Rampura, Dhaka-1219, has conducted a training of "**Training on Geographic Information System (GIS) for Development Professionals**" from 23 May 2021 to 13 June 2021 which was effective for Ipas Bangladesh employees. The total participants for this training program were 05.

I wish them every success in future.

Sincerely



Nahid Farzana  
HR and Admin Manager

**US OFFICE:** P.O. Box 9990, Chapel Hill, NC 27515 USA, Tel: 919.967.7052/800.334.8446, Fax: 919.929.0258

**Strengthening Capacity to Design and Implement Water and Rural Infra-structure Facility (hereinafter called the (“Technical Assistance”) to the Government for the Bangladesh: Irrigation Management Improvement Project (Topographic Survey to assess technical issues and performance of completed LLP schemes constructed under CW-3, Feni)**

**PDS**

<b>Assignment name:</b> Strengthening Capacity to Design and Implement Water and Rural Infrastructure Facility (hereinafter called the (“Technical Assistance”) to the Government for the Bangladesh: Irrigation Management Improvement Project (Topographic Survey to assess technical issues and performance of completed LLP schemes constructed under CW-3, Feni)	<b>Country:</b> Bangladesh <b>Approx. value of the assignment:</b> BDT 962,500.00	
<b>Assignment location within country:</b> Feni	<b>Duration of assignment (months):</b> 01 month	
<b>Name of client:</b> Asian Development Bank (ADB)	<b>Professional staff provided by the organization:</b>	
<b>Start date (month/year):</b> 07 November 2021	<b>Completion date (month/year):</b> 15 December 2021	<b>No. of staff:</b> 04 <b>No. of staff - months:</b> 04
<b>Name of Joint Venture consultants, if any:</b> No	<b>No. of Staff-months of professional staff provided by associated consultants:</b> Nil	
<b>Name of senior staff (Project Director/Coordinator, Team Leader) involved, and functions performed:</b>  Team Leader- Md Rejaur Rahman, Senior Survey Expert- Md. Rasel Hossain, Auto CAD Expert- SK. Abu Md. Julker Nine		
<b>Detailed narrative description of project:</b>  The main objective of the project is to strengthen capacity to design and implement water and rural infrastructure facility to the government for the Bangladesh: Irrigation Management Improvement Project. <b>The Asian Development Bank (ADB)</b> is supporting the Government of Bangladesh (GOB) efforts to modernize large surface irrigation schemes with the on-going Loan 3135-BAN: Irrigation Management Improvement Project (IMIP). IMIP includes the physical modernization of Muhuri Irrigation Project (MIP) located mostly in six Upazila (Purshuram, Phulgazi, Chhagal Naiya, Feni Sadar and Sonagazi) of Feni District. The outcome of the project is increased productivity and sustainability of the Muhuri Irrigation Project (MIP). As per requirement of irrigation management improvement of the project, the consultant will undertake the following major activities: <ul style="list-style-type: none"> <li>• Visiting selected schemes constructed under CW-03 and indicatively selecting 9 non-operational and 3 operational schemes.</li> <li>• Identify by discussions with local stakeholders for each scheme the areas being commanded and the outlets which receive a good flow, a poor flow, or no water.</li> <li>• Carryout topographic surveys of the following: <ul style="list-style-type: none"> <li>○ Cross section and maximum and minimum water levels in khal at pumping/ header tank location.</li> <li>○ Header tank levels: GPS coordinates, ground level, height, and top elevation.</li> <li>○ Standpipes: GPS coordinates, ground level, height, and top elevation.</li> <li>○ Ground levels along buried pipeline.</li> </ul> </li> </ul>		

- Outlet boxes: GPS coordinates, ground level, and outlet wall level.
- Preparing a note of the condition of all structures
- Preparing a note of the type and size of the pump: size (inch or mm), power rating (kW), usual or rated discharge (l/s).

**Detailed description of actual services provided by the staff:**

- For each scheme a survey report (soft copy only) comprising: Cover page with salient information (name of scheme, upazila, date commissioned, design command area, actual command area, number of farmers, name of pump operator, energy used in previous irrigation season, irrigation service fees paid, etc.)
- For each scheme information of the pump: Type and rating (kW), Flow (l/s)
- For each outlet record the following (based on information from local stakeholders if scheme cannot be operated): (i) receives good flow, (ii) receives poor flow, or (iii) receives no flow
- Topographic data for buried pipelines: tabular (excel) format and for structures (header tank, standpipes, and outlets) recorded in tabular format: Name of structure, GPS coordinates, Elevation, height, etc. in meters
- Short description of condition of structure
- Map showing Khal, header tank, pipelines, standpipes and outlets, command area: planned, actual and other useful features

Firm's Name:	Geo-Planning for Advanced Development (GPAD)
Authorized Signature:	

**NON-DISCLOSURE AGREEMENT**

**[NOTE: TO BE SIGNED BY ALL SERVICE PROVIDER STAFF INVOLVED IN THE CONTRACT]**

**ASIAN DEVELOPMENT BANK**  
 No. 6 ADB Avenue  
 Mandaluyong City  
 Metro Manila

Attention: **Mio Oka**  
**Director, SAER**  
 South Asia Department

Dear Sir:

We, the undersigned, employees of Geo Planning for Advanced Development ("the Service Provider"), have been assigned to carry out work on the Asian Development Bank (ADB)'s premises in connection with [BAN IMIP: **Topographic Survey to Assess Technical Issues and Performance of completed LLP schemes constructed under CW-3, Feni**] (the "Contract"). In connection with the carrying out of such work, I acknowledge that I may be

given access to, receive or generate, directly or indirectly, data and information which may be considered "Confidential Information", as defined below.

I represent, warrant, covenant and agree as follows:

- 1) Neither to use, copy or reproduce nor permit the use, copying or reproduction in any form of any Confidential Information other than solely in connection with carrying out responsibilities under the Contract, except with prior written approval of the Director, SAER;
- 2) Neither to provide or disclose nor permit the provision or disclosure, orally, electronically or otherwise, either directly or indirectly, of any Confidential Information, or any copy, summary or extract thereof, to any third party or any ADB staff who does not require such Confidential Information for the carrying out of his/her duties to ADB, except with prior written approval of the Director, SAER;
- 3) Upon termination for any reason of my involvement in the Contract, I shall promptly (and in any case within seven (7) calendar days after written request from ADB) return to ADB all Confidential Information, including any copies or reproductions in any form thereof in my possession at the time of such termination. The obligations under this Non-Disclosure Agreement shall continue for a period of two (2) years from the date of such termination.

The term "Confidential Information" shall include but is not limited to data files, technical information, business plans, materials, tapes, documents whether soft or hardcopies, computer files (including audio files) disclosed, provided, communicated or submitted, orally, in writing, or by any other media, or any other proprietary information not known generally to the public relating in any way to the business of the ADB or any other information regarding the management and method of operation of ADB.

ADB may elect at any time to terminate or restrict my access to the Confidential Information.

Names of Service Provider's Employees:

1. **Md. Rejaur Rahman,**  
**Managing Director, GPAD and,**  
**Team Leader and Digital Survey Expert, GPAD**



(Please sign over printed name)

28 Oct 2021

Date Signed

Signed in the Presence of:

Name of Authorized Service Provider Signatory:  
S S Biddya Baron Sarker, General Manager, GPAD



(Please sign over printed name)

28 Oct 2021

Date Signed

**Drone survey for Road work under Preparatory Studies and Procurement Support (PSPS) ADB Loan  
6019-BAN (COL): Urban Infrastructure Improvement Preparatory Facility for Narayanganj City Corporation project**

**PDS**

<b>Assignment name:</b> Drone survey for Road work under Preparatory Studies and Procurement Support (PSPS) ADB Loan 6019-BAN (COL): Urban Infrastructure Improvement Preparatory Facility for Narayanganj City Corporation project		<b>Country:</b> Bangladesh <b>Approx. value of the assignment:</b> BDT 99,992.00
<b>Assignment location within country:</b> Narayanganj City Corporation		<b>Duration of assignment (months):</b> )15 days
<b>Name of Client:</b> Preparatory Studies and Procurement Support (PSPS) consultant		<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> Sep, 2021	<b>Completion date(month/year):</b> Sep, 2021	<b>No. of staff:</b> 7, <b>No. of staff -months:</b> 07
<b>Name of Joint Venture consultants, if any:</b> No:		<b>No. of Staff-months of professional staffprovided by associated consultants:</b> Nil
<b>Name of senior staff involved, and functions performed:</b> Team Leader: Md. Rejaur Rahman, Survey Coordinator: S. S. Bidya Baron Sarker; CAD Expert: Sk. Abu Md. Julkernine, Field Survey Expert: Md. Rasel Hossain, Survey Assistant: Habibur Rahman, Md. Mehedi Hasan Bappy, Md. Mehedi Hasan Jony.		
<b>Detailed narrative description of project:</b> The main objective of this project is to cover drone survey 17.24 km area, work executed in presence of GIS Specialist and Town Planner. The work is carried out in dry daylight. Including editing and processing the work completed in five days and outputs delivered in Pen Drives.		
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"> <li>• Work program/ schedule</li> <li>• Project specific quality plan</li> <li>• Method statement and risk assessment</li> <li>• RPAS survey equipment itinerary</li> <li>• Calibration certificates</li> <li>• Activity log including progress on activities</li> <li>• Safety Comments</li> <li>• Photos of calibration points and points of interest such as cros points</li> <li>• Digital orthophotography image files in tiff format</li> <li>• DEM in tiff format</li> <li>• 3D point cloud in rcs format</li> <li>• Raw videos provided in mp4 format</li> </ul>		

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature</b>	

Preparatory Studies and Procurement Support (PSPS) under ADB Loan 6019-BAN (COL): Urban Infrastructure Improvement Preparatory Facility for Narayanganj City Corporation project



Shin-Onarimon Bldg. 5F  
6-17-19 Shinbashi Minato-ku  
Tokyo 105-0004 Japan  
TEL: +81-3-5733-0855  
FAX: +81-3-5733-0856

16 September 2021  
Ref: 38005/PSPS/2021/40

Attn: Managing Director

Geo Planning for Advanced Development (GPAD)-Bangladesh

House#11 (1st Floor), Road#4, Block J, Banashree, Rampura, Dhaka 1219

Phone: +880171087089,

Email: reja@gpadbd.net

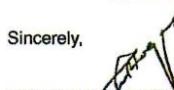
**Re: Work order for Drone survey for Road work under Preparatory Studies and Procurement Support (PSPS), ADB Loan 6019-BAN (COL): Urban Infrastructure Improvement Preparatory Facility for Narayanganj City Corporation project**

Dear Sir,

In response to your quotation dated September 09, 2021 for the subject work, we are pleased to offer you the job at your quoted price of Tk. 99,992.00 for the 17.24 km road at east side of the Shitalakhya River under the following terms and conditions:

- i. The drone survey should cover from Kanchpur Bridge to southern end of the Ward 19 (17.24km approx.).
- ii. The work should be executed in presence of our GIS Specialist and Town Planner, UIIPF Project, NCC.
- iv. The work should be carried out in dry day light.
- v. The work including editing and processing should be completed in 5 (five) days after issuance of this work order and outputs should be delivered in Pen Drives.

Sincerely,

  
MOHAMMAD MOFAZZAL HOQUE  
Deputy Team Leader  
PSPS Consultant

CC: Project Director, Urban Infrastructure Improvement Preparatory Facility (NCC Component), Narayanganj City Corporation

Deputy Project Director (Civil), UIIPF Project, Narayanganj City Corporation  
Town Planner, UIIPF, NCC

Mr. Shafi Ur Rahman, Representative, PADECO Int'l, Dhaka, Bangladesh

✓ Mr. Sikder Saeeduzzaman, GIS Specialist, PSPS to plz devote full time with the working team.

Project Office: 4, Bangabandu road, Level 3, Narayanganj 1400, Bangladesh

**Preparation of Earthquake Sensitive Land Use Plan (ESLUP) for Sunamganj Pour-ashava under National Resilience Pro-gramme (NRP): DDM Part**

**PDS**

<b>Assignment name:</b> Preparation of Earthquake Sensitive Land Use Plan (ESLUP) for Sunamganj Pourashava under National Resilience Pro-gramme (NRP): DDM Part		<b>Country:</b> Bangladesh
		<b>Approx. value of the assignment:</b> BDT 9,30,000.00
<b>Assignment location within country:</b> Sunamganj		<b>Duration of assignment (months):</b> 02 month
<b>Name of client:</b> Sunamganj Paurashava		<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> Aug 2021	<b>Completion date (month/year):</b> Oct 2021	<b>No. of staff:</b> 04 <b>No. of staff - months:</b> 08
<b>Name of Joint Venture consultants, if any:</b> No		<b>No. of Staff-months of professional staff provided by associated consultants:</b> Nil
<b>Name of senior staff (Project Director/Coordinator, Team Leader) involved, and functions performed:</b>		
Team Leader – DRR & Resilience Expert- Md. Rejaur Rahman, Land use Planner- S S Biddya Baron Sarker, Jr. Urban Planner- Nilanjana Bhowmick, GIS Assistant- Abu Saeed,		
<b>Detailed narrative description of project:</b>		
The main objective of the project is to enhance resilience of urban development in Sunamganj Municipality through inclusive, gender responsive disaster management and risk informed development. As per requirement of irrigation management improvement of the project, the consultant will undertake the following major activities:		
<ul style="list-style-type: none"> <li>• Prepare the hard and soft copies of the Inception report (research design, methodology, data collection tools, validation mechanism and time-bound work plan);</li> <li>• Make a presentation on data collection tools and receive feedback from relevant officials' others before finalization.</li> <li>• Conduct a baseline survey, Key Informant Interview (KII) and Focus Group Discussion (FGD) sessions.</li> <li>• Review relevant plans, policies and institutional arrangements.</li> <li>• Identify earthquake as well as other hazard prone locations and conduct risk assessment for the municipality</li> <li>• Prepare and submit Draft Situation Analysis Report</li> <li>• Formulate the vision, goal and objectives of land use planning, and formulate the strategies to be adopted, the consultant will prepare Land use Plan and building construction guidelines based on hazard risk for the Municipality.</li> <li>• Prepare Landuse Plan</li> </ul>		
<b>Detailed description of actual services provided by the staff:</b>		
<ul style="list-style-type: none"> <li>• Work plan Method and tools</li> <li>• Inception Report</li> <li>• Situation Analysis Report</li> <li>• Final Land Use Plan Report and Map</li> </ul>		

Firm's Name:	Geo-Planning for Advanced Development (GPAD)
Authorized Signature:	



# সুনামগঞ্জ পৌরসভা কার্যালয়

## সুনামগঞ্জ।



Memo No: Sunam/Poura/NRP/2022/ ৩৩০

Date: 27/02/2022

### Project Completion Certificate

This is to certify that Geo-Planning for Advanced Development (GPAD) of House No # 11 (1<sup>st</sup> Floor), Road No # 04, Block-J, Banashree, Rampura, Dhaka-1219 was assigned for the task of Preparation of Earthquake Sensitive Land Use Plan (ESLUP) for Sunamganj Pourashava under National Resilience Programme (NRP): DDM Part.

Summary of the services rendered by GPAD were as below:

Task Title	: Preparation of Earthquake Sensitive Land Use Plan (ESLUP) for Sunamganj Pourashava under National Resilience Programme (NRP): DDM Part.
Contract Reference	: Date: 24/08/2021
Client	: Sunamganj Pourashava
Project Area	: Sunamganj
Name and Address of the Firm	: Geo-Planning for Advanced Development (GPAD) House No # 11 (1 <sup>st</sup> Floor), Road No # 04, Block-J, Banashree, Rampura, Dhaka-1219, Bangladesh.
Task's Achieved	: <ul style="list-style-type: none"><li>• Earthquake Sensitive Land Use Plan</li><li>• Land Use Mapping</li></ul>
Key Activities	: <ul style="list-style-type: none"><li>• Conduct detail survey (plot to plot) for the ward 2,4 and 5 of the municipality and an overall survey for major physical feature for whole municipality;</li><li>• Identify earthquake as well as other hazard prone locations and conduct risk assessment for the municipality.</li><li>• Submit draft situation analysis report containing base map.</li><li>• Prepare land use plan and building construction guidelines.</li><li>• Detail map with potential uses, recommendations compatible for earthquake risk sensitive development.</li><li>• Preparation of plan and report with implementation guideline</li></ul>
Project Cost	: 9,30,000.00 (Nine Lakh Thirty Thousand Only)
Starting Date	: 24/08/2021
Completion Date	: 31/10/2021

GPAD successfully completed the assigned task within due time and they are found professional, efficient and sincere in their work and proven to have excellent working knowledge with advanced techniques and software.

I wish them every success in future.

  
 Nader Bakth  
 Mayor  
 Sunamganj Pourashava, Sylhet, Bangladesh

**Name of the Project: Consultancy service for Preparation of Master Plan & Feasibility Study of Solar Power Plant Project at Subarnachar, Noakhali, Bangladesh**

**PDS**

<b>Assignment name:</b> Consultancy service for Preparation of Master Plan & Feasibility Study of Solar Power Plant Project at Subarnachar, Noakhali, Bangladesh	<b>Country:</b> Bangladesh
	<b>Approx. value of the assignment:</b> BDT 2,04,172.00
<b>Assignment location within country:</b> Subarnachar, Noakhali	<b>Duration of assignment (months):</b> 10 days
<b>Name of Client:</b> O&M Solutions Bangladesh Ltd.	<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> April, 2022	<b>Completion date(month/year):</b> April, 2022
<b>Name of Joint Venture consultants, if any:</b> No	<b>No. of staff: 09, No. of staff -months: 09</b> <b>No. of Staff-months of professional staffprovided by associated consultants: Nil</b>
<b>Name of senior staff involved, and functions performed:</b> Team Leader/Urban Planner: Md. Rejaur Rahman, Social Expert: Biplab Banerjee, Environment and Disaster Expert: Md. Imtiaz Shahed, Jr. Urban Planner: Hosneara Alo, Topo Survey/ RTK GPS Survey: Md. Moniruzzaman, Field Survey Coordinator: Habibur Rahman Pranto, Survey Assistant: Md. Ariful Islam, Himel Uddin, Md. Naimul Islam	
<b>Detailed narrative description of project:</b> The major objectives of the order are given below: <ul style="list-style-type: none"> <li>• Actual PWD/MSL elevation on the project area</li> <li>• Topography survey, data processing on proposed area</li> <li>• Calculation of total land filling volume</li> <li>• Mobilization and Demobilization, Printing and other logistics</li> </ul>	
<b>Detailed description of actual services provided by the staff:</b> The specific deliverables for the purchase are detailed given below: <ul style="list-style-type: none"> <li>• Ortho photo</li> <li>• Topo Survey Cad File</li> <li>• Survey Report</li> </ul>	

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	

# O&M Solutions

Memo: OMSBD/PIDC/GPAD/WO/2022/01/230

Date: April 4, 2022

To  
 Mr. Md. Rejaur Rahman  
 Managing Director  
 Geo Planning for Advanced Development (GPAD) Bangladesh  
 House# 11 (1<sup>st</sup> floor), Road# 4, Block# J, Banasree,  
 Rampura, Dhaka-1219

**Sub:** Work order for Topography Survey work through Geographic Information Services (GIS) at Subarnachar, Noakhali, Bangladesh.

**Project:** Consultancy service for Preparation of Master Plan & Feasibility Study of Solar Power Plant Project at Subarnachar, Noakhali, Bangladesh.

Dear Sir,

Reference to your quotation dated April 3, 2022 we are pleased to place the work order for Topography Survey work through Geographic Information Services (GIS) at Subarnachar, Noakhali, Bangladesh.

The scope of services with cost:



Sl	Description of services	Unit	Qty	Rate per unit	Total Cost (BDT)
1	Actual PWD/MSL elevation on the project area	Nos	4	6,000	24,000
2	Topography survey, data processing on proposed area	Sq km	2.65	42,000	111,300
3	Calculation of total land filling volume	Sq km	2.65	11,000	29,150
4	Mobilization and Demobilization, Printing and other logistics				30,000
Total BDT including TAX					194,450
Added 5% VAT					9,722
Grand Total including VAT & TAX					204,172

**Schedule:**

The survey works need to be completed including the submission of deliverables within 10 days from April 4, 2022 which is accompanying this work order.

**Deliverables:**

1. Orthophoto
2. Topo Survey Cad file
3. Survey Report

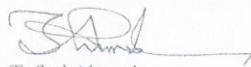
## O&M Solutions

Payment terms and conditions:

- Full payment will be made after completion of the work.

If this work is accepted to you, please sign & seal all the pages and return to us the same.

Yours faithfully,



Tofael Ahmed  
Managing Director  
O&M Solutions Bangladesh Ltd.

  
*Accepted*

O&M Solutions



Md. Rejaur Rahman  
Managing Director  
Geo-Planning for Advanced Development (GPAD)

**Name of the Project: Conducting Feasibility Study for Establishment of Kuakata Convention Center**
**PDS**

<b>Assignment name:</b> Conducting Feasibility Study for Establishment of Kuakata Convention Center	<b>Country:</b> Bangladesh <b>Approx. value of the assignment:</b> BDT 591,656.00
<b>Assignment location within country:</b> Kuakata, Patuakhali	<b>Duration of assignment (months):</b> 02 (Ongoing)
<b>Name of client:</b> DC Office, Patuakhali District	<b>Professional staff provided by the organization:</b>
<b>Start date (month/year):</b> March 2022	No. of staff: 10 No. of staff -months: 30
<b>Completion date(month/year):</b> Ongoing	
<b>Name of Joint Venture consultants, if any:</b> No	<b>No. of Staff-months of professional staff provided by associated consultants:</b> Nil
<b>Name of senior staff involved, and functions performed:</b> Team Leader/Urban Planner: Md. Rejaur Rahman, Social Expert: Biplab Banerjee, Market Economist/ Financial Expert: Md. Liakot Ali, Environment and Disaster Expert: Md. Imtiaz Shahed, Jr. Urban Planner: Hosneara Alo, Topo Survey/ RTK GPS Survey: Md. Moniruzzaman, Field Survey Coordinator: Habibur Rahman Pranto, Survey Assistant: Md. Ariful Islam, Himmel Uddin, Md. Naimul Islam	
<b>Detailed narrative description of project:</b> Scope of this assignment is to make a feasibility study report with the existing land available for the Kuakata Convention Centre. As per terms of reference the following services to be performed under the feasibility study: <ul style="list-style-type: none"><li>• Environmental Policy and Legal Requirement analysis</li><li>• Determination of baseline conditions: Physical, Biological and Socio-economic condition</li><li>• Assessing the impacts on the environment and socio-economic due to the construction and operation of the convention center</li><li>• Preparation of Environmental Management Plan (EMP)</li><li>• Preparation of the EIA report on the basis of DoE approved TOR for obtaining Environmental Clearance from the DoE</li></ul>	
<b>Detailed description of actual services provided by the staff:</b> <ul style="list-style-type: none"><li>• Market/Demand Analysis</li><li>• Topographic survey &amp; soil investigation</li><li>• Technical/Technological &amp; Engineering analysis</li><li>• Environmental Sustainability Analysis and EIA</li><li>• Climate Resilience and Disaster Risk Analysis (DIA)</li><li>• Cost-Benefit Analysis</li><li>• Human Resources and Administrative</li><li>• Support Analysis Institutional and Legal Analysis</li><li>• Risk (Uncertainty) and Sensitivity Analysis</li><li>• Landscape Plan Preparation</li><li>• Structural design and detailed layout preparation</li></ul>	

<b>Firm's Name:</b>	Geo-Planning for Advanced Development (GPAD)
<b>Authorized Signature:</b>	

The summary of experiences in overall tasks/assignments (GPAD):

<b>Sl. No.</b>	<b>Name of Project</b>	<b>Client</b>	<b>Duration</b>
1.	Designing Residential Area Master Plan for the Development of Nobodhara Satellite City	Nabodhara Real Estate Ltd.	June 2021-Oct 2021
2.	Topographic survey, hydrographic survey and preparation of land acquisition plan under consulting services for engineering design and procurement support for Dhaka mass rapid transit development project (Line 5, southern route)	STBL	July 2021~Oct 2021
3.	Consultancy services for Physical Feature Survey of Jamalpur Municipality	Jamalpur Municipality, Bangladesh	2013
4.	Topographic Survey and Digital Land Survey Work at Purbachal Marine City Project	Atlantic Properties Development Ltd	Nov 2018-Mar 2019
5.	Digital Topographical Land Survey, Preparation Contour & DEM Map	IMC Worldwide	Mar 2021-May 2021
6.	Land Survey more or less 160 acres for KDA New Residential Area	Khulna Development Authority (KDA)	Oct 2020~Dec 2020
7.	Topographic Survey Work of Bangladesh Dhaka Purbachal New Town Water Distribution & Supply Facilities Development PPP Project	United Delcot Water Ltd	Jan 2020~Dec 2020
8.	Digital Land Survey of 40 Katha Land adjacent with Hatirjheel Area.	Healthcare Pharmaceuticals Ltd	Aug 2018-Dec 2018
9.	ARMY Road Survey for Flash Flood Risk and Vulnerability Assessment	Asian Disaster Preparedness Center	2018
10.	Digital Road Survey Work Chunkutia Road, Mirerbazar Bazar to Kaliganj Bazar & Karaniganj Model Thana to Kaliganj Jora Bridge at Karaniganj, Dhaka	Nasrul Hamid Foundation	2018
11.	Topographic Survey and Exposure Map Preparation of Rohingya Camp, Ukhiya, Cox's Bazar	Asian Disaster Preparedness Center (ADPC), Bangladesh	2017- 2018
12.	Topographic and Physical Feature Survey for the Pipeline Water Network Route at 05 unions (Bharuakhali, Chaufaldandi, Eidgah, Islamabad, Pokkhali) of Cox's Bazar Sadar Upazilla	M/S S.R Enterprise	May 2022-June 2022
13.	Land Route Survey Works for Construction of Gas Transmission Pipeline from Meghna ghat to Haripur of Narayanganj District	Gas Transmission Company Limited (GTCL), Dhaka	Jan 2019-April 2019
14.	GPS and Total station Based Advanced Topographic Survey and Preparation of Layout Plans for Eco Tourism Site	Relief International, Bangladesh	2014
15.	Verification and Installation of missing pillar under Supervision of the Construction of a Railway link from Ishurdi (Majigram) to Dhalarchar via Pabna Track	ACE Consultants Ltd, Dhaka	2016

<b>Sl. No.</b>	<b>Name of Project</b>	<b>Client</b>	<b>Duration</b>
16.	Establishment New Bench Marks Pillar at Purbachal New Town Water Distribution & Supply Facilities PPP Project, Dhaka, Bangladesh	United Delcot Water Ltd	Feb 2020~Mar 2020
17.	Evaluation of the Project - Improving Water, Sanitation and Hygiene for Kontoor Brands, Inc. worker communities in Dhaka	Water & Sanitation for the Urban Poor	May, 2019-July 2019
18.	Knowledge Attitude & Practice (KAP) Survey Data Analysis and Reporting for IFRC/BDRCS WASH Sector	IFRC	Sep 2022-Oct 2022
19.	Baseline survey for SAJIDA Foundation's project- Supporting Excluded Population for Water, Sanitation and Hygiene (SEP-WASH) funded by WaterAid in Bangladesh	Sajida Foundation, Dhaka	2013
20.	Midline Study on Strengthening Community Preparedness, Rapid Response, and Recovery in Bangladesh	Wave Foundation	May 2022-Jun 2022
21.	Conducting IoT Survey, SES, Inventory of Trees and Sensitive Receptors, and preparation of RAP under the project Upgrading of Gabtoli-Savar-Nabinagar into 4-Lane Expressway on PPP basis	Deloitte India and BCL Associates Limited, Bangladesh	Oct 2019-Dec 2019
22.	Disaster Shelter System Phase I (DSSP-I) Project	Asian Disaster Preparedness Center, Bangladesh	2010
23.	Capacity Development Needs Assessment for integration of Climate Change into the Development Planning in Bangladesh of ACCNLDP	GIZ	June 2021~Oct 2021
24.	Mid Term Evaluation of the project "Strengthening the resilience of refugees and internally displaced persons and host communities through disaster risk management, livelihood interventions and strengthening of the capacities of the National Societies in Bangladesh and Myanmar"	German Red Cross (GRC)	Jun 2022-Till to date
25.	Developing IEC Materials and 03 days Training Manual on DRR, CCA and Inclusion for Capacity Building of Emergency Response Program Team in Cox's Bazar	Plan International	July 2019-August 2019
26.	Final Evaluation of the project "SOKKHOMOTA II – Collaborate, Prepare and Resilient to Natural and Human Induced Disasters"	CRS Bangladesh	06 Sep 2022- 09 Nov 2022
27.	Impact mapping analysis through GIS survey of water points, community clinic, EPI site, Sanitation point, cyclone shelter, DRR coverage, social inclusion and livelihood services	World Vision Bangladesh	June-August 2022
28.	Preparation of Earthquake Sensitive Land Use Plan (ESLUP) for Sunamganj Pourashava under	Sunamganj Paurashava	Aug 2021-Oct 2021

<b><i>Sl. No.</i></b>	<b><i>Name of Project</i></b>	<b><i>Client</i></b>	<b><i>Duration</i></b>
	National Resilience Programme (NRP): DDM Part		

## Section:4 Management Capacity

4.1 Devnet Limited Company Profile and website link



<http://www.devnetlimited.com/>



# Company Profile



[www.devnetlimited.com](http://www.devnetlimited.com)



BDBL Bhaban (Level 9, East)  
12 Karwan Bazar, Dhaka 1215  
Bangladesh



Phone: +8802 8189339  
[info@devnetlimited.com](mailto:info@devnetlimited.com)

ISO 27001:2005  
Certified

ISO 9001:2008  
Certified



# Table of Contents



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## ▶ Introduction

**Devnet is the leading service provider dedicated in helping organizations seeking to drive efficiency by transforming the way they work.**

# By changing the way they work,

our customers experience new cost efficiencies, faster and efficient workflows, enhanced revenue opportunities, rapid responses to change and advanced customer service and satisfaction. Our business philosophy is based on building long-term, collaborative relationships and consistently providing business value to our clients and driving opportunity for our employees.



Today, Devnet has evolved into Bangladesh's one of the leading solutions & service provider by providing comprehensive, powerful, and scalable Solutions to aid organizations in their journey towards digital transformation.

## ▶ Mission

- Satisfied and efficient employees will bring satisfied and valued customers.
- Become the dominant player in e-Governance and Fintech solution.

## ▶ Vision

- Changing the way we work.
- Be the best chosen brand in Bangladesh with international exposure in solution & services through having satisfied customers.
- We will earn satisfied customers through innovative products and services with assurance of accuracy, efficiency and reliability.

## ▶ Values

My company  
My family

Customer first  
Integrity

Hard work

## ▶ Quality Practices

CMMISVC/3  
Certified

ISO 27001:2005  
Certified

ISO 9001:2008  
Certified



## Facts about Devnet:

Devnet Limited (A CMMISVC/3, ISO 9001:2008 and ISO 27001 certified company) is Bangladesh's first ECM (Enterprise Content Management) Company established in 1997 and incorporated in 2000. We are the leading service provider dedicated in helping organizations seeking to drive efficiency by transforming the way they work.

Devnet has successful solution implementation in diversified industries for both private and public sector automation. Devnet's customers and partners experience new cost efficiencies, enhanced revenue opportunities, rapid response to change and advanced customer service and satisfaction.

### ► Name of the Company: Devnet Limited

### ► Registered Address:

BDBL Bhaban (Level 9, East), 12 Karwan Bazar, Dhaka-1215



### ► Head Office:

BDBL Bhaban (Level 9, East), Karwan Bazar, Dhaka-1215

**Phone:** (+88) 02 8189349-50.

**Fax:** (+88) 02 8189339

**Hotlines:** +8801713 044055, +8801713001881

**E-mail:** info@devnetlimited.com

**Web:** www.devnetlimited.com

### Chittagong office:

430/467, Rafique Chowdhury Building,  
CDA Avenue, Sholoshar, Chittagong

Service Bureaus:	1	2	3 (Specialized)
<b>Address</b>	363/1, Barua, Lonjoni Para, ward No-07, P.S: Khilkhet, Dhaka-1229	Lutfur Plaza, Dakkhin Khan Bazar, Dakkhin Khan, Uttara, Dhaka 1230	BDBL Bhaban, 9th floor (West side), 12, Karwan Bazar, Dhaka
<b>Floor space</b>	<b>17500 sqft</b>	<b>2500 sqft</b>	<b>2331 sqft</b>
<b>DPO Capacity</b>	<b>75,000 documents per day/shift</b>	<b>50,000 documents per day/shift</b>	<b>60,000 documents per day</b> Also equipped with MAP and book scanners

**Company Structure:** Private Limited Company. Incorporated in 2000 under Registrar of Joint Stock Companies, Dhaka.

**Chief Functionary:** Syed Abu Md. Jafor, Managing Director

**Years of functioning and previous experience:** 21 Years

**Number of Installation:** 55+ Web based application

**Total HR:** Full time employees: 62, Part time employees: 44

**Days of operation:** 5 days a week

**Geographical Areas of Operation:** Bangladesh

**Time zone:** +6:00 GMT

**Language:** English, Bangla



**Devnet Limited** | Changing The way we work

## Our Journey

### Building skills on technology and tools

- Imaging Technologies
- ICR/COR/OMR/OBR Tools
- Imaging Tools
- Web Technologies
- Application Development

**2000-2004**

- Understanding Information
- Organizations and Access
- Enterprise Architecture
- e-Publishing

### Acquiring domain knowledge

- Document Imaging
- Archiving Service
- Form Processing Services
- Document Management
- Process Automation

**2005-2009**

- Processing of structure and semi structured documents
- Designing and implementing large data
- Collection/Surveys forms
- Processing Services

### Gathering industry experience

- Document management system
- Process automation
- e-Governance solutions
- Web & Mobile based applications

**2010-2021**

- User friendly application development
- User experience management
- Ai, Machine learning and mobile application



### ► Standard Practices:

#### Service delivery:

ITIL V3.0 Framework  
(ISO/IEC 20000-1 )

#### Quality:

ISO 9001:2008 certified

#### Security:

ISO 27001:2005 certified

#### Project Management:

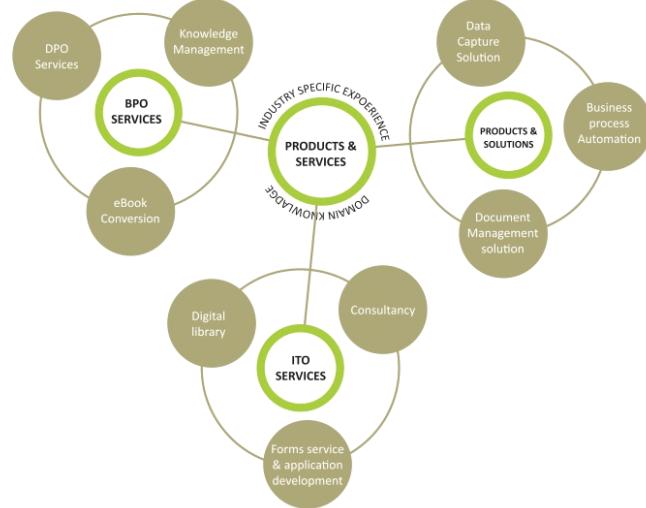
PM Guide V3.0 from PMI

## Our specialization

**We combine our domain knowledge and industry experience with core capabilities and technologies to customize our products and services for our clients.**

When it comes to turning paper documents into powerful information that can speed up response time, improve productivity, enhance revenues, and give the organization a competitive edge, nobody has more experience than us.

We take our customers beyond the formal, fine print on contracts and statements of work to higher-value outcomes. Working with our client as partners and applying ISO and ITIL disciplines to our processes, we continuously improve quality and service levels while reducing costs. We are also constantly investing in innovation, infrastructure, hiring of technical expertise and in skills development, thereby ensuring our services and solutions to remain at state-of-art and world class.



**Our clients also experience cost efficiencies in backlog processing or achieve higher efficiencies in process outsourcing by utilizing our specialized service bureaus which also enables our client's to focus on their core competencies without straining their inbuilt resources. Provide specialist advice for ECM planning and implementation for clients facing specific challenges.**

### ► Industry Experience

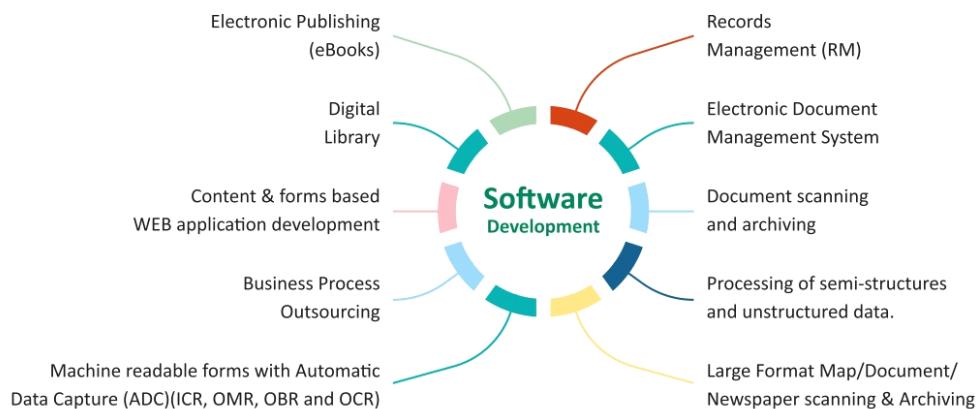
**We add value to our clients by bringing a great deal of industry knowledge to the table.**



Our expertise covers Education, Telecommunications, Healthcare, Banking, Insurance, Government, NGO, Pharmaceuticals and legal services industry ensuring that, the solutions that is delivered meets clients' business requirements and regulations not just for the present but also for the future.



## Our specialization includes the following:



## Web based application development


**Architecture:**

SOA

**DMS API's:**

 Open Document Management API (ODMA<sup>1</sup>) and Google Earth and Docs.

**Reverse Proxy:**

Varnish, HAProxy

**Session storage:**

Redis, Memcached

**Specialized Search:**

Apache Solr

**Message Queuing:**

RabbitMQ, Gearman

**Caching:**

Varnish, HTTP

**Workflow Framework:**

XPDL 2.12

**Platform**

Windows

Linux

<sup>1</sup>The Open Document Management API is an API that simplifies the communication of desktop applications with document management systems (DMS). ODMA standardizes the access to the DMS, which makes getting to these files as easy as if the files were in the actual local file system.

<sup>2</sup>The XML Process Definition Language (XPDL) is a format standardized by the Workflow Management Coalition (WfMC) to interchange business process definitions between different workflow products, i.e. between different modeling tools and management suites. XPDL defines an XML schema for specifying the declarative part of workflow / business process.



## Products we sale

### ► E-Governance Solution

- Digital Land Record Management
- Integrated Service Delivery Platform
- On-line Application Processing (E-Service)
- Digital Doctor
- Digital Archiving
- Library Automation

### ► Document Management

- DocuDEX Archive
- DocuDEX EDMS
- Document Lifecycle Management Solution

### ► Human Resource Management System

- Job Portal
- Exam Management
- E-Proctoring (AI Based & Manual)
- Employee On-boarding
- Complete HR Management System

### ► Customer On-boarding

- E-KYC and Customer Information Management
- KYC Management Solution
- Identity Management System
- Account Opening Process Automation

**Devnet Limited |** Changing The way we work

### ► Digital Library

- Integrated Library Management Solution
- Books, Newspaper, Manuscript and Microfilm /Microfiche scanning & archiving

### ► Business Process Automation & FinTech Solution

- E-KYC
- KYC Management Solution
- Channel KYC Automation & On-boarding
- DocuDEX Workflow
- L/C Process Automation
- Bank Guarantee Process Automation
- Credit Card Approval Process Automation
- Loan Document Process Automation
- Procurement Process Automation
- Agile Audit (Audit Process Automation)
- Many more....

### ► Scanners

- Kodak Alaris Document scanners
- Avision Document Scanners
- ATIZ Book Scanners
- I2S Digibook and large format flatbed Scanners
- Kirtas Robotic Scanners
- SMA Large format flatbed, Book and Robotic Scanners



## Service we offer

Devnet offers IT services and BPO services based on the core capabilities. Based on our core capabilities we offer the following services

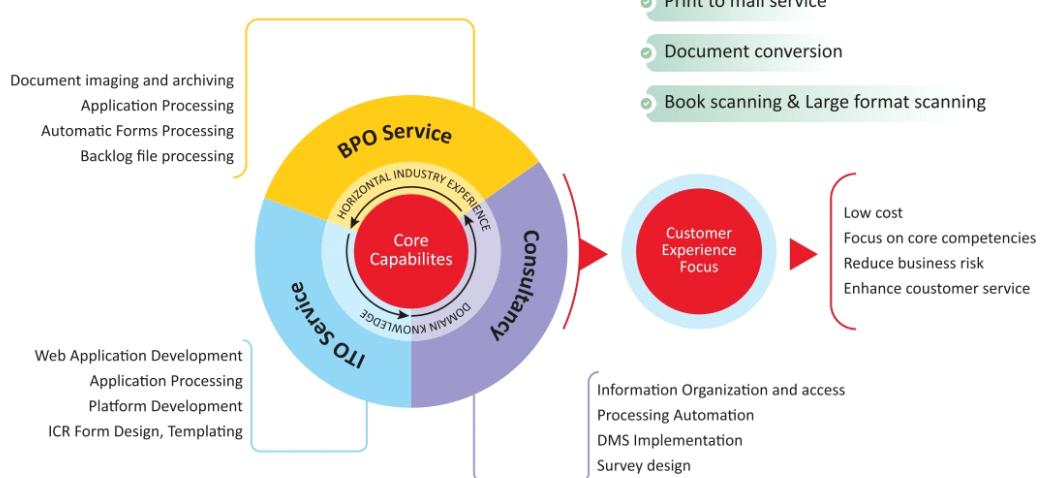
- Web based Application and e-Governance Solution
- Content and process-based WEB Application
- Application processing platform development
- Machine readable form design, development and printing
- Consulting services for EDMS and workflow implementations
- Survey processing design and implantations

### ► Devnet BPO Services

In today's hyper-competitive business environment, focusing on core competencies and depending on experts for other critical capabilities is the smart choice. When it comes to turning paper documents into powerful information that can speed up your response time, improve productivity, enhance your revenues, and give your company a competitive edge, nobody has more experience than Devnet.

Devnet offers BPO services for a wide variety of business applications, including, document imaging and archiving, invoice processing, inbound mail automation, application forms, data capture etc.—with Service Level Agreements (SLAs) as standard. We also constantly update clients with executive dashboard information, and complete analysis and reporting of key performance indicator (KPI) metrics.

- Digital Preservation
- Document imaging and archiving
- Application processing
- Automatic forms processing
- Business process outsourcing
- Backlog file processing and archiving
- Document management
- E-form filing service
- Print to mail service
- Document conversion
- Book scanning & Large format scanning





## Fulfilling our corporate social responsibility



### Helping to preserve National Treasure

We are working with libraries and providing them with free digitization services so that they can digitally preserve their manuscripts for many years to come.



### Community

We employ autistic adults for data verification where the autistic has to verify the written letter with recognized letters. We are currently employing 4 such adults. We have also donated a complete setup which includes ICR engine, document canner and capture solution to a specialized school where 6 autistic adults can be train at a time. They are being trained with scanning and verification processes.



### Employees

We communicate and reinforce company goals and priorities continuously and report on our progress so teams can align their efforts appropriately. We will continue to invest in our Managers Who Lead program to empower managers with the skills they need to inspire their teams for success, and we are expanding our efforts to develop talent and build our bench throughout the company. We affirm our commitment to treating employees fairly and consistently, and we seek to hire and retain superior employees through excellent employment standards.

**We recruit, hire, train, promote and compensate without regard to race, color, age, religion, gender, national origin, disability or sexual orientation.**



## Key management

**We the innovative thinkers backed up by a team of experienced and highly skilled professionals are vast experience in IT, corporate services and process outsourcing.**

We promise to provide the best in terms of service because of our team's combination of profound skill, knowledge and expertise.



### A. K. Sabbir Mahbub

Co-founder and Chairman

More than 20 years of experience. A leader and meticulous in everything he does. His articulation skill has become the greatest asset for accurate transformation of technology ideas into a workable and profitable business product or services.



### Syed Abu Md. Jafor

Managing Director

Mr. Jafor is a perfect blend of education and experience with international exposure having more than 18 years of experience in running IT and ITES organization; he has built the organization from the scratch.



### Mohammad Emran Hasan

Chief Technology Officer (CTO)

More than 15 years of experience in IT project management with vast experience in architecting and developing scalable, enterprise ready web applications.



### Mohammad Golam Faruk

Head of Sales & Customer Delight

More than 12 years of experience and his specialization in Business Sales & Service, Enterprise Solutions and Business Partnering.



**Devnet Limited** | Changing The way we work

## Key management



### **Mohammad Syful Islam Noman**

Head of Engineering &Software Architect

More than 15 years experience in software development and engineering



### **Maksudur Rahman,**

Head of Project Management

More than 10 years of experience Project management



### **Habib Ullah Bhuiyan**

AGM, Project & Service Management

More than 20 years of experience and his specialization ducoment archiving field.



**Devnet Limited** | Changing The way we work

## Our collaboration

### International partnership

**ABBYY**

[www.abbyy.com](http://www.abbyy.com)

**ATIZ**

[www.atiz.com](http://www.atiz.com)

**Avision**

[www.avision.com](http://www.avision.com)

**Kodak alaris**

[www.kodakalaris.com](http://www.kodakalaris.com)

**piql**

[www.ibm.com](http://www.ibm.com)

**i2S**

[www.i2s-digibook.com](http://www.i2s-digibook.com)

**GONSIN®**

[www.gonsin.com](http://www.gonsin.com)

**SMA**

[www.sma-edocument.com](http://www.sma-edocument.com)

### Memberships



Bangladesh Association of Software & Information Services



BACCO - Bangladesh Association of Call Center & Outsourcing



মান্দামেশ কম্পিউটার সমিতি  
Bangladesh Computer Society



The Global Community of Information Professionals

Bangladesh Association of software and IT enabled and services.  
Membership no: G146

Association of call center and outsourcing

Bangladesh computer samity.  
Membership no: 453

Association for Enterprise Content Managers

### Certification



**ISO 27001:2005**  
Certified

**ISO 9001:2008**  
Certified

## 4.2 Devnet Limited Customer Profile



# Our Customers



The slide features a large, light green graphic element on the left side. This graphic includes a white play button icon at the top left, a vertical dark green bar on the right, and a series of diagonal lines forming a stylized arrow shape pointing upwards and to the right.

**devnet** | **Changing**  
The way we work

[www.devnetlimited.com](http://www.devnetlimited.com)



BDBL Bhaban (Level 9, East)  
12 Karwan Bazar, Dhaka 1215  
Bangladesh



Phone: +8802 8189339  
[info@devnetlimited.com](mailto:info@devnetlimited.com)

ISO 27001:2005  
Certified

ISO 9001:2008  
Certified

# Table of Contents



- 03** What They Say
- 04** Notable Projects
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- 09** Our Valued Clients - International Client
- 09** Our Valued Clients - Others
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- 14** Implementation Experience - Private & Multinationals



## WHAT THEY SAY



### **Prof. Dr. Abul Kalam Azad**

ADG, Planning & Development & Director, MIS Directorate General of Health Services

“ Devnet has designed a pragmatic data capture/imaging solution for GR data entry/processing and optimization, which proved useful to us. ”



### **Wadudul Bari Chowdhury**

Director (Joint Secretary), Directorate of Archives & Libraries

“ Devnet’s Document Imaging & Archiving Solution and Customized Digital Library Management Solution assist us in creating a polished and professional Digital Library Management System. They also converted old books, newspapers, magazines and maps that helped us to achieve our desired goals towards Modernization of Bangladesh National Library. ”



### **Kongkham Nilmani Singha**

Project Director & Deputy Director (Admin) Department of Land Records & Surveys (DLRS)

“ Scanning and archiving of 1,15,000 CS, SA & RS mouza maps by Devnet Limited has immensely helped Department of Land Records & Surveys (DLRS) to deliver printed copies of mouza maps to the citizen. At the same time the accuracy level of the job was impressive. ”



### **Kazi Mohammad Mahabubul Hoque**

System Analyst & Project Manager MIS, RAJUK

“ Digital Archiving Solutions provided by Devnet Ltd. through their Customized EDMS and scanning services allowed us to preserve files of plots/flats of different Housing model towns of RAJUK. Their solution and service was fantastic. I wish every success in their future endeavors. ”



### **Abu Shair**

Head of Information Services Linde Bangladesh Limited

“ Devnet with ABBYY FlexiCapture, was willing to meet our individual needs, which ensured the success of the project QUICKFILL. ”



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## Notable Projects



Bangladesh Armed Services Board (BASB) Automation



Developing Digital Land Record (Khotian) System



### Land Records & Surveys (DLRS)

"Scanning and archiving of 115,000 CS, SA & RS mouza maps by Devnet Limited has immensely helped Department of Land Records & Surveys (DLRS) to deliver printed copies of mouza maps to the citizen. At the same time the accuracy level of the job was impressive." Kongkham Nilmani Singha, Project Director & Deputy Director (Admin), Department of Land Records & Surveys (DLRS)

### Directorate General of Health Services



"Devnet has designed a pragmatic data capture /imaging solution for GR data entry/processing and optimization, which proved useful to us." Prof. Dr. Abul Kalam Azad, ADG, Planning & Development & Director, MIS, Directorate General of Health Services



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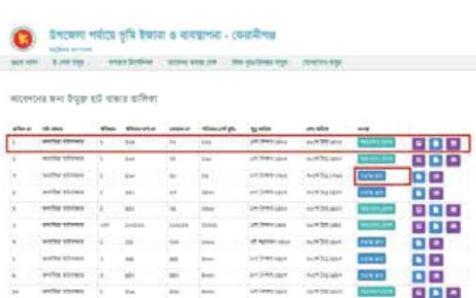
## Notable Projects



Development of Online GIS Based Application & Database Management System and a Web Portal for Small and Cottage Industries



Developing Online Database of Govt. Land in Keraniganj and Information Dissemination



### Bangladesh Bureau of Statistics

Population & Housing Census 2011 Project  
Census of the Undocumented Myanmar Nationals Staying in Bangladesh 2015 Project  
Agricultural Census-2018 Project



### RAJUK

Digital Archiving Solutions provided by Devnet Ltd. through their Customized EDMS and scanning services allowed us to preserve files of plots/flats of different Housing model towns of RA JUK . Their solution and service was fantastic. I wish every success in their future endeavors Kazi Mohammad Mahabubul Hoque, System Analyst & Project Manager MIS, RA JUK



### Dhaka University Library

Digitization of Handwritten Manuscripts, Old Newspapers and Rare Collection of Dhaka University Library, Dhaka University Library



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## Our Valued Clients

### ► Banking Solution Clients



JAMUNABANK





**Devnet Limited** | Changing The way we work

## Our Valued Clients

### ► Banking Solution Clients



### ► Telecom



### ► NGO & Development Partners





Devnet Limited | Changing The way we work

## Our Valued Clients

### ► Government



### ► Education & media



পথম আলো



**Devnet Limited** | Changing The way we work

## Our Valued Clients

### ► International Client



### ► Others





## Implementation Experience - Government



### Bangladesh Small & Cottage Industries Corporation (BSCIC)

Development of Online GIS Based Application & Database Management System and a Web Portal for Small and Cottage Industries



### Rajdhani Unnayan Kartipakkha (RAJUK)

Digital archiving of files of plots of Gulshan, Banani and Baridhara model town. Scanning, indexing and digitizing of 9 lac documents including 9000 maps (map size 23"/36"). Data entry of plot and flat owner's summary data. Development and deployment of web enabled application software for digital archiving



### Bangladesh Institute of Research and Rehabilitation in Diabetes, Endocrine and Metabolic Disorder (BIRDEM)

Web based archiving software, Scanning, Data Entry and Archiving of Patient Records



### DIRECTORATE GENERAL OF HEALTH SERVICES

Develop Web enabled archiving software to be accessed from 480 Upazila. Providing scanning & data entry service for more than 30 million GR survey form. Development and deployment of customized web enabled digital archiving software. Digitization of staff information



### Public Administration Computer Center (PACC),

Ministry of Public Administration Supply, Installation, Customizing, Testing, Commissioning for Bangladesh Secretariat Central Library" as a sub-consultant



### Dhaka Public Library

Digitization of Books, Old Newspaper. Development of web enabled application software for searching, viewing & retrieving of scanned pages.



### Bangladesh National Library, Directorate of Archives & Libraries

Modernization, Digital Library Information Service (System) Management and Development Software using Open Source Digital Library Software of UNESCO Development of Website and Digital Library Information Service. URL: [www.nlb.gov.bd](http://www.nlb.gov.bd)



### Directorate of Land Records & Surveys (DLRS)

Web based Mouza Map archiving software. Scanning 1,15,000 Mouza Maps. Preservation, Reprint and quick delivery of the Existing Mouza Map sheets through digitization programme



### Directorate of Land Records & Surveys (DLRS)

Preservation, Reprint and quick delivery of the Existing Mouza Map sheets through digitization programme



### Keraniganj UNO office

Developing Online Database of Govt. Land in Keraniganj and Information Dissemination Upazila Nirbahi Officer (UNO),



## Implementation Experience - Government



### Micro Credit Regulatory Authority (MRA)

Web based Electronic Document Management Software. Software Customization for incorporating 18 digit Coding as per Government requirement



### Economic Relations Division (ministry of Finance)

Development of web-based Document Management software for K4DM project



### BANBEIS

Electronic Document Management System (EDMS)



### Dhaka Stock Exchange Limited.

Digitization of Annual Reports of DSE Listed companies from 2007 to 2012 Digitization of various documents of DSE from 1984 to 2014 Supply of document scanner



### Bangladesh Energy regulatory Commission (BERC)

Development and deployment of customized web enabled digital archiving software.



### Dhaka University Library

Digitization of Books, Handwritten Manuscripts, Old Newspapers and Rare Collections



### Infrastructure Development Company Ltd. (IDCOL)

IDCOL Digitization Project, (Package No.: S-27 under REREDPII) Providing web enabled digital archiving software Scanning & Indexing of 15,000 files of various departments.



### Access to Information (A2i)

Developing Digital Land Record (Khotian) System



### Bangladesh Bureau of Statistics

Census of the Undocumented Myanmar Nationals Staying in Bangladesh 2015 Project



**Devnet Limited** | Changing The way we work

## Implementation Experience – FinTech Solution (Banks, NBFI's, MFS, DFS)



### Bkash Limited

KYC Management Solution. Channel KYC Automation and On-boarding Identity Management System Electronic Document Management Solution (EDMS)



### Prime Bank Limited

Deployment of Docudex EDMS with Workflow Application V3.4.11 for Prime Bank Limited Account Opening Workflow Account Maintenance/Servicing Workflow Account Closing Workflow Document Archival Workflow from Central Office



### United Commercial Bank Limited

Supply, installation., Training and implementation of Document Management system (DMS) - Archiving Managed service



### The City Bank Limited

Development, supply, installation, integration, testing, commissioning & implementation of Digital Archive Work Flow Process Solution at The City Bank



### Islami Bank Bangladesh Limited

Supply, installation and commissioning of scanning & data capture distributed software for mobile financial license "Islami Bank mCash"



### Social Islami Bank Limited

Supply, installation, testing and commissioning of Document Management System (DMS) Solution , Document Scanner and scanning of legacy documents.



### Mutual Trust Bank Limited

Supply & Installation Of "Document Management System (DMS) For Implementation Of Centralized Operations Of A/c Opening And Archival Of Loan Documents By CAD For MTBL



### Southeast Bank Limited

Supply, Installation, Testing and Commissioning of Electronic Document Management System (EDMS, Workflow Module, ADC Module OCR/ICR software) and Hardware(Document Scanner)



### Al Arafah Bank Limited

Supply, installation, testing & commissioning of Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software and related hardware



**Devnet Limited** | Changing The way we work

## Implementation Experience – FinTech Solution (Banks, NBFI's, MFS, DFS)



### Lanka Bangla Investments Limited

Supplying Software And Service Solution For Digital Archival System Of LBIL's Client Account Opening Information Book



### NRB Global Bank Limited

Supply & installation of "Document Management System".



### Grameen Bank

Electronic Document Management System, Scanning and Master Archives of all departments



### IPDC

Electronic Document Management Solution (EDMS)



### IIDFC

Digital Archiving Software "DocuDex EDMS"



### Union Capital Limited

Providing Electronic Document Management System (EDMS) with Scanner



### Dhaka Bank Limited

Electronic Document Management System (EDMS) Workflow Application Solution for Dhaka Bank Limited.



### Jamuna Bank Limited

Scanning of Legacy Documents of Credit Card Division



### Bank Asia Limited

e-KYC Solution



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## Implementation Experience - Private & Multinationals



### Banglalink Digital Communication Ltd.

Software Development for NID based SIM registration process. Software Development service for Sales Commission System phase. Software Version Upgrade of Electronic Document Management System (EMC Documentum 6.5 SP2 to 7.1)



### BRAC University

Development and deployment of web based Electronic Document Management System. Scanning and indexing of Registrar's office documents. Data entry of students information (55,00 students) Data entry, indexing and processing of 0.25 million students records.



### TRANSPARENCY INTERNATIONAL the coalition against corruption

### Transparency International Bangladesh

Human Resource Management System [Supply, Customization, Deployment, Integration, Maintenance and Support.



### IL&FS Technologies Limited, India, DLMS project of DLRS

Cluster 2 & 3 of DLMS-ICB-01 Scanning of Mouza Map and Khatian of Pabna, Rajshahi, Jamalpur, Gazipur, Dinajpur and Sherpur



### UNDP

Development of Web Based Document Management Software "Information Repository" for ERD-K4DM



### BRAC

Development and deployment of web based Electronic Document Management System with workflow. Scanning & Data entry of Employees information (85,000 employees) of 2.3 million human resource documents.



### East West University

Development & deployment of Electronic Document Management System and providing archiving services. Providing Result processing solution



### Sunlife Insurance Company Ltd.

Supply, installation and commissioning of Automatic data entry and Digital Archiving Software.



### Plan International Bangladesh

Document Digitization Service Solution



**Devnet Limited** | Changing The way we work

## Implementation Experience - Private & Multinationals



### British Council, Dhaka

Design, development, Hosting and Maintenance of Subject based Teachers blog and Digital Content Platform.



### Novartis Pharmaceuticals Bangladesh

Development of customized web enabled digital archiving software. Scanning & Indexing HR, Admin & Legal documents.



### Orascom Telecom Bangladesh Ltd. (Banglalink)

Scanning & Data entry of Subscription Agreement Form (18 fields)



### AARONG

Archiving and search & retrieval software and solution



### Center for Policy Dialog (CPD)

Electronic Document Management Solution (EDMS)



### Grameenphone Limited

Scanning and Digitization of Subscriber Application Form



### Pacific Bangladesh Telecom Limited (Citycell)

SAF (Subscriber Agreement Form) Archiving and 15 field of BTSC form Indexing.



### Robi

Scanning and Digitization of Subscriber Application Form

#### 4.3 Devnet Limited office space with necessary facilities

Devnet Limited (A CMMISVC/3, ISO 9001:2008 and ISO 27001 certified company) is Bangladesh's first ECM (Enterprise Content Management) Company established in 1997 and incorporated in 2000. We are the leading service provider dedicated in helping organizations seeking to drive efficiency by transforming the way they work.

Devnet has successful solution implementation in diversified industries for both private and public sector automation. Devnet's customers and partners experience new cost efficiencies, enhanced revenue opportunities, rapid response to change and advanced customer service and satisfaction.



**Name of the Company:** Devnet Limited.

**Registered Address:**

BDBL Bhaban (Level 9, East), 12 Karwan Bazar, Dhaka-1215

**Head Office:**

BDBL Bhaban (Level 9, East), Karwan Bazar, Dhaka-1215

Ph: (+88) 02 8189349-50. Fax: (+88) 02 8189339

Hotlines: +8801713 044055, +8801713001881

E-mail: [info@devnetlimited.com](mailto:info@devnetlimited.com)

Web: [www.devnetlimited.com](http://www.devnetlimited.com)

**Chittagong office:**

430/467, Rafique Chowdhury Building, CDA Avenue, Sholoshar, Chittagong

**Service Bureaus:**

Service Bureau 1	Service Bureau2	Service Bureau 3 (Specialized)
<b>363/1, Barua, Lonjoni Para, ward No-07, P.S: Khilkhet, Dhaka-1229</b>	Lutfur Plaza, Dakkhin Khan Bazar, Dakkhin Khan, Uttara, Dhaka 1230	BDBL Bhaban, 9th floor (West side), 12, Karwan Bazar, Dhaka
<b>Floor space 17500 sqft</b>	<b>Floor space</b> 2500 sqft	<b>Floor Space</b> 2331 sqft
<b>DPO Capacity: 75,000 documents per day/shift</b>	<b>DPO Capacity:</b> 50,000 documents per day/shift	<b>DPO Capacity:</b> 60,000 documents per day Also equipped with MAP and book scanners

Company Structure: Private Limited Company. Incorporated in 2000 under Registrar of Joint Stock Companies, Dhaka.

Chief Functionary: Syed Abu Md. Jafor, Managing Director

Board of Directors: A. K. Sabbir Mahbub, Chairman

Syed Abu Md. Jafor, Managing Director

Masrifa Ahmed, Director

M Shariful Anam, Director

Geographical Areas of Operation: Bangladesh

Years of functioning and previous experience: 20 years

Number of Installation: 55+ Web based application installation

Time zone: +6:00 GMT

Total HR: Full time employees: 62, Part time employees: 44

Language: English, Bangla

Days of operation: 5 days a week

Standard Practices:

- Service delivery: ITIL V3.0 Framework (ISO/IEC 20000-1 )
- Security: ISO 27001:2005 certified
- Quality: ISO 9001:2008 certified
- Project Management: PM Guide V3.0 from PMI

Banker/Investor:

The City Bank Ltd.

NCC Bank Ltd.

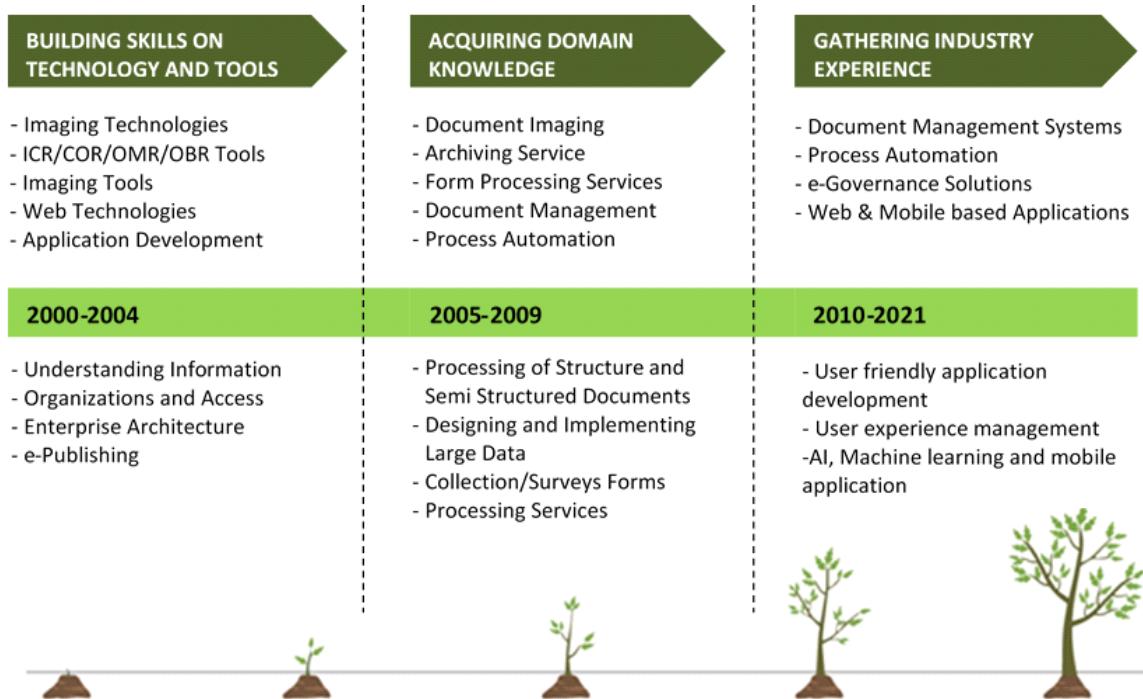
United Commercial Bank Limited

Dutch-Bangla Bank Limited

Prime Bank Limited

Meghna Bank Limited

SEAF Ventures LLC



## OUR JOURNEY

### Details of Infrastructure

Sl. No.	Item	Description	Quantity
1	Office space	BDBL Bhaban 9 <sup>th</sup> floor	4200 Sqft
2	Service Bureau	Barua, Uttara	17500 Sqft
3	Vehicle	Toyota	2
4	Workstations	Minimum Intel Dual core, 2Gb RAM and 18.8" LCD, 500GB HDD	207
5	Laptop	18 laptop different configuration	36
6	Document Scanner	Avision FB 5000 Kodak i4200 Kodak i3400 Kodak i3200 Kodak i1420 Kodak i1405 Kodak i2900 Kodak i2600 Kodak i2400 Kodak i1120 Fujitsu fi-6130 Fujitsu 4097D	78
7	Map Scanner	SMA Map Mastet A0 size flatbed scanner Graphitech 36" Large format HD scanner	1 1
8	Book Scanner	Atiz BookDrive Pro A0 Book Scanner Fujitsu SV600 Book Scanner	2 1
9	Server	Dell T310 Server with total 17Tb Space Dell T110 Server with total 10Tb Space Dell R720 Server	3 4 1

<b>10</b>	Router	CISCO 300 Business series manageable switch	3
<b>11</b>	Switch	CISCO 1800 series CISCO 300 series Linksys 16 port Gigabit Business series manageable switch	3 3 1
<b>12</b>	Printer	Epson Color laser printer HP network laser printer HP laser printer Samsung laser printer	1 2 5 2
<b>13</b>	Photocopier	Ricoh photo copier	1
<b>14</b>	Power Generator	40 KVA diesel generator 5 KVA Diesel generator	1 1
<b>15</b>	Multi Media Projector	Hitachi CPX3021WN network projector with 42" LED display	
<b>16</b>	Storage	Seagate Black Armor 8Tb Raid Level 5	



#### 4.4 Company Profile (GPAD)





### DATABASE DEVELOPMENT

Data Analysis | Database Administration | Database Management  
Mysql | SQL Server



### GRAPHICS DESIGN

Adobe Illustrator | Photoshop | Video Editing



### GIS

Geographic Information System (GIS) | QGIS /MapWindow GIS | Web GIS / Geo Server  
ArcGIS Pro | Remote Sensing (RS)Drone / UAV Data Processing

Geo-Planning for Advanced Development (GPAD)

## IT PROFILE



### Contact With Us:



+88 01717 087089



gpadbd@gmail.com



House 11 (1st Floor) Road 4  
Block J, Banasree, Dhaka 1219

[www.gpadbd.net](http://www.gpadbd.net)

## About GPAD

GPAD Training Center, established in 2009. At first, GPAD Training Center operated in-house training and provided training successfully to some renowned public and private organizations. GPAD Training Center established its own training venue in 2014 and started to conduct regular training program. Till now we successfully completed 15 training program with more than 130 participants from BUET, LGED, Dhaka North City Corporation, KUET, Khulna University, Islamic Relief, Ahsanullah University of Science & Technology, Médecins Sans Frontières (MSF), Bangladesh East West Property Development pvt. Ltd, Islamic Relief, Save the Children, University of Dhaka, United Nations Development Programme (UNDP), Resource Planning Management Consultants (RPCMC), EcoHealth Alliance, Jagannath University, Jahangirnagar University, Eden Mohila College, Mirpur University College, EQMS Consulting Ltd, Center for Environmental and Geographic Information Services (CEGIS), Rural Advancement Committee (BRAC), SMEC Bangladesh, Titas Gas Transmission and Distribution Ltd, Ministry of Public Administration, ICDDR,B, Chittagong University, American Red Cross, Plan International, Roads and Highway Department etc



## what WE OFFER



### MS OFFICE PROFESSIONAL

MS Word | Excel | Powerpoint | Outlook | Access



### DATA ENTRY

Navigation and Filtering | Adding Worker and Client records | Concepts of Adding Availability | Concepts of Care Plan Planning | Booking Shift and Visits



### WEB DESIGN

JavaScript | Ajax | HTML5 | WordPress | CSS3 | JQuery



## GPAD

### Introduction

**Geo-Planning for Advanced Development (GPAD)** is a Bangladeshi IT-enabled consulting firm established in 2009 initiated by a group of Planner, Engineers, Software Developers, Programmers and IT Experts. The main focus of GPAD is to take part in the national development process to provide quality services by using our energetic & highly professional stuffs and their knowledge & skill on advanced tools & techniques in various fields. GPAD Training Center (A unit of Geo-Planning for Advanced Development) located at House 10 (2nd Floor), Road 16/A, Gulshan 1, Dhaka 1212 with full training facilities. It has been arranging specialized training on **Software Development, Web Design, Website Development, MS Office Professional, Database Development, Data Entry, Graphics Design, Geographic Information System (GIS)**, and application on different fields (Land Management, Disaster Management, Agriculture, Network Analysis, Water Management, Transport, Urban Planning, Landscape Design, Private Residential Area Planning, Mapping form Open Source Data like google map, google image, bing image, ASTER Image etc.), Open Source GIS software like QGIS, Map

Window GIS, GPS Survey Techniques, Spatial Data Management, Statistical Package for Social Science (SPSS), AutoCAD 2D/3D, Google Sketch up etc.

At first, **GPAD Training Center** operated in-house training and provided training successfully to some renowned public and private organizations. GPAD Training Center established its own training venue in 2014 and started to conduct regular training program. Till now we successfully completed 15 training program with more than 130 participants from BUET, LGED, Dhaka North City Corporation, KUET, Khulna University, Islamic Relief, Ahsanullah University of Science & Technology, Médecins Sans Frontières (MSF), Bangladesh East West Property Development pvt. Ltd, Islamic Relief, Save the Children, University of Dhaka, United Nations Development Programme (UNDP), Resource Planning Management Consultants (RPMC), EcoHealth Alliance, Jagannath University, Jahangirnagar University, Eden Mohila College, Mirpur University College, EQMS Consulting Ltd, Center for Environmental and Geographic Information Services (CEGIS), Rural Advancement Committee (BRAC), SMEC Bangladesh, Titas Gas Transmission and Distribution Ltd, Ministry of Public Administration, ICDDR'B, Chittagong University, American Red Cross, Plan International, Roads and Highway Department etc.

**GPAD** provides trainings to the students as well as professionals. **GPAD** has specialization in conducting professional training efficiently all over Bangladesh.



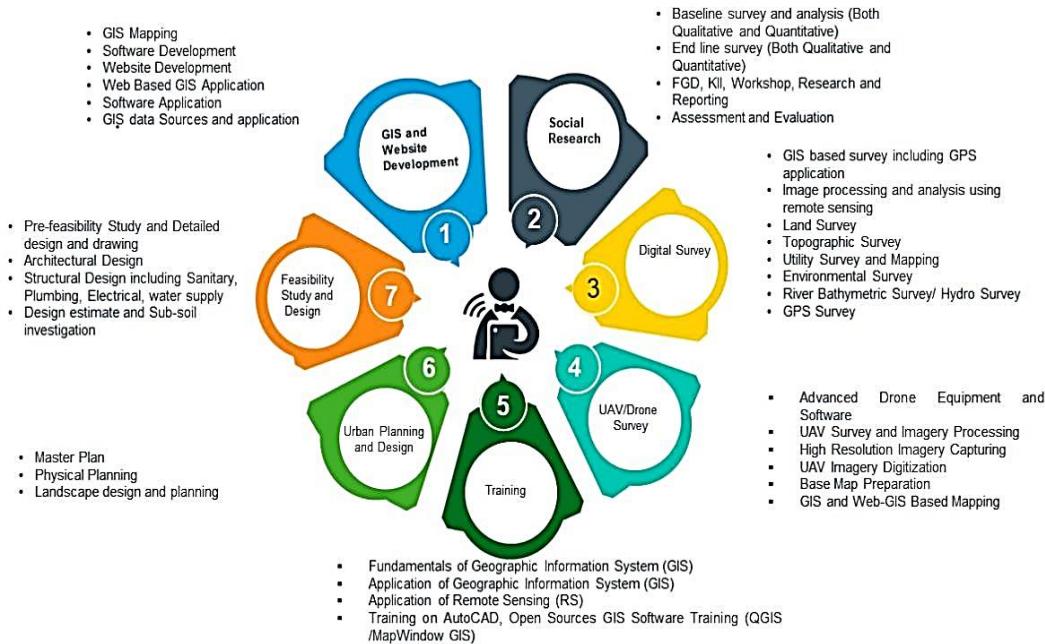
#### Company Basic Information

<b>Name of the Firm</b>	:	<b>Geo-Planning for Advanced Development</b>	
<b>Acronyms</b>	:	<b>GPAD</b>	
<b>Nature of Business</b>	:	<b>Consultancy Services</b>	
<b>Directors</b>	:	1.Md. Rejaur Rahman (Reja)	Managing Director
		2.Md. Raihanul Islam	Director, Admin and Finance
<b>Office Address</b>	:	Corporate Office: House 10 (2nd Floor), Road 16/A, Gulshan 1, Dhaka 1212 Technical Office: House 11 (1st Floor), Road 4, Block J, Banasree, Dhaka-1219	
<b>Registration Type</b>	:	<b>Consultancy Firm</b>	
<b>Tax Identification Number (TIN)</b>	:	375255120351	
<b>Cell Phone</b>	:	+8801717087089	
<b>E-mail</b>	:	gpadbdb@gmail.com	

<b>Website</b>	:	<a href="http://www.gpadbd.net">www.gpadbd.net</a>
<b>Subsidiary Organizations</b>	:	<b>GPAD Training Center</b> (Trade License No. 03-032095)
<b>Website</b>	:	<a href="http://www.gpadtrainingcenter.com">www.gpadtrainingcenter.com</a>
<b>Contacts</b>	:	Md. Rejaur Rahman Cell: +8801717 087 089 Email: <a href="mailto:reja.83@gmail.com">reja.83@gmail.com</a> , <a href="mailto:gpadbd@gmail.com">gpadbd@gmail.com</a> ; <a href="mailto:reja@gpadbd.net">reja@gpadbd.net</a>

<b>Name of the Firm</b>	:	<b>Geo-Planning for Advanced Development</b>
<b>Trade License No.</b>	:	0722947 (2010 -2013); 04-05941 (2013-2014); 03-074480 (2014-2018); 014897 (2018-2022)
<b>Est. Year</b>	:	2009
<b>ADB CMS No.</b>	:	035563
<b>World Bank Vendor Registration No</b>	:	VAN81504
<b>Survey of Bangladesh Reg. No.</b>	:	20210041A
<b>BASIS Membership No.</b>	:	GE-21-04-0028

## Key Service Offerings



**GPAD** provided services offerings in various domains:

### IT Related Experience of GPAD

**GPAD** has undertaken various types of projects. The projects are categorized into three parts- Govt., International, and Local. The categorized parts are given below:

## Govt. Organization Project

Project Name	Client
Consultancy Services for Detailed Survey and Feasibility Study of Transmission and Distribution Network within Geographical Area Under Narayanganj PBS-1,Narsingdi PBS-2,Manikgonj PBS,Munshigonj PBS and Preparation of BOQ and Cost Estimate to Establish an Underground Distribution Network Replacing the Existing Overhead Transmission and Distribution Network under Narayanganj PBS-1	
Implementation of GIS-based Management System in Northern Electricity Supply Company Ltd (NESCO) area under the Technical Assistance (TA) component of BPSDCB Project to be financed by the Asian Development Bank (ADB) under Bangladesh Power System Enhancement and Efficiency Improvement Project	
Consultancy services for Physical Feature Survey of Jamalpur Municipality	
Aerial Imagery and 3D Surface Service Survey of Purbachal New Town	
GIS Base Map and Building Database Preparation of Sunamganj Pourashava Under National Resilience Programme (NRP)	
South Asia Tourism Infrastructure Development Project (SATIDP) (Bagerhat),(Mahasthangarh),(Kantiji Temple),(Paharpur)	
Installation of Water Supply, Sewerage, Drainage System & Solid Waste Management System in Purbachal New Town	
Baseline Survey and Mapping of Four Selected Wards of Mymensingh Municipality Under Solid Waste Management Program of Mymensingh Municipality.	
Dhaka Environmentally Sustainable Water Supply Project	
DND Khal Improvement Project Phase-II	
Land Demarcation Plan of 52 Acre of Dhaka North City Corporation (DNCC)	
Matarbari Port Development Project (RHD Component)-MPDP	
Land acquisition plan (LAP) and plot schedule preparation for the Madani avenue to Balu river (Major Road 5) and Balu river to Shitolakkhya (Major Road 5A) road project	
Preparation of Earthquake Sensitive Land Use Plan (ESLUP)	
Water Treatment Plant (WTP)/ Intake/ RWP Image and Video Capturing for Gandharpur Water Treatment of Dhaka WASA	
Land Route Survey Works for Construction of Gas Transmission Pipeline from Meghna ghat to Haripur of Narayanganj District	
Topographic Survey for Bridge/Culvert Construction in 15 Upazillas	
Topographic and Physical Feature Survey Using Total Station of Purbachal New Town	

## Govt. Organization Project

Project Name	Client
Consultancy Services for Detailed Survey and Feasibility Study of Transmission and Distribution Network within Geographical Area Under Narayanganj PBS-1,Narsingdi PBS-2,Manikgonj PBS,Munshigonj PBS and Preparation of BOQ and Cost Estimate to Establish an Underground Distribution Network Replacing the Existing Overhead Transmission and Distribution Network under Narayanganj PBS-1	
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Consultancy services for Physical Feature Survey of Jamalpur Municipality	
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Water Treatment Plant (WTP)/ Intake/ RWP Image and Video Capturing for Gandharpur Water Treatment of Dhaka WASA	
Land Route Survey Works for Construction of Gas Transmission Pipeline from Meghna ghat to Haripur of Narayanganj District	
Topographic Survey for Bridge/Culvert Construction in 15 Upazillas	
Topographic and Physical Feature Survey Using Total Station of Purbachal New Town	

GIS Survey and Map Preparation for Site Management Plan under South Asia Tourism Development Plan	
Consultancy Services for Land Acquisition Plan (LAP) and Plot Schedule Preparation for the Khal of Purbachal	
Urban WASH Survey and Assessment for Chattogram City Corporation funded by UNICEF in Bangladesh	 
Consultancy Services for Land Acquisition Plan (LAP) and Plot Schedule Preparation for Purbachal 300' Expressway to Madani Avenue Link Road Project	
Consultancy Services for Land Acquisition Plan (LAP), EIA, RAP and Topo Survey for a six km length (100m + 100m) road	
Collection of Mouza Map, Land Acquisition (LA), Land Requisition (LR), Plan and Schedule Preparation of Bogura, Gaibandha and Rangpur	
Land Acquisition Plan and Schedule Preparation for Proposed Gas Pipeline Installment in Cox's Bazar District	
Land Route Survey Works for Construction of Gas Transmission Pipeline from Meghna Ghat to Haripur of Narayanganj District.	
Consultancy Services for Estimate for Collection of Mouza Map, Land Acquisition (LA), Land Requisition (LR), Plan and Schedule Preparation of Bogura, Gaibandha and Rangpur.	

## International Organization Project

Project Name	Client
Digital Topographical Land Survey, Preparation Contour & DEM Map	
Activating Village Courts in Bangladesh Phase II (AVCB II) Project location mapping with ArcGIS funded by EU, GoB and UNDP	
Developing multi-hazard contingency plan in Chattogram City Corporation	
GIS Database development and analysis for Nationwide Climate Vulnerability Assessment	
Strengthening Capacity to Design and Implement Water and Rural Infrastructure Facility	
Consultancy Services for GIS-Based Survey and Sanitation Mapping for Gazipur City Corporation	
Updating and validation of GIS data with Infrastructure survey in the ward of Jashore Pourashava	
Updating and Validation of GIS data for Developing Ward Sanitation Action Plan in three Wards in Khulna City	
WASH infrastructure and Behaviour KAP survey in Low Income Communities (VFC workers) of Chattogram City Corporation (CCC)	
GIS mapping and WASH survey of primary schools in the cities of Chattogram, Rangpur and Gazipur	
Consultancy Services for GIS Survey and Mapping of LICs in Dhaka South City Corporation	
GPS and Total station Based Advanced Topographic Survey and Preparation of Layout Plans for Eco Tourism Site	
Topographic Survey and Digital Land Survey Work Purbachal Marine City	

## Local Organization Project

Project Name	Client
Preparatory Studies and Procurement Support (PSPS), ADB Loan 6019-BAN (COL): Urban Infrastructure Improvement Preparatory Facility for Narayanganj City Corporation project	 PDECO ZENJS
GIS Map Preparation of some selected wards of Dhaka City (Ward No. 49 and 64, Dhaka South City Corporation)	
GIS Map Preparation of some selected wards of Dhaka City (Ward No. 2,3,5,6,8,14, Dhaka North City Corporation)	
Designing Residential Area Master Plan for the Development of Nobodhara Satellite City	
Topographic Survey and Digital Land Survey Work Purbachal Marine City	
Topographic Survey, GPS Survey, GIS Mapping under "Engineering Consultancy Services for Natural Gas Efficiency Project [Installation of Gas Compressor at TITAS (Location-C) and Narsingdi Gas Fields]"	 SMEC
Consultancy Services for Designing Residential Area Plan for Glorious Properties Ltd.	 Glorious Properties Ltd.
Consultancy Services for Designing Residential Area Plan for Premium Group	
Hazard Map Preparation of some selected wards of Dhaka City (Ward No. 10, 11 and 12, Dhaka North City Corporation)	
Developing IEC Materials on DRR, CCA and Inclusion for Capacity Building of Emergency Response Program.	
Land Acquisition Plan (Lap) And Plot Schedule Preparation For Dhaka (Katchpur) – Bhairab – Jagadispur – Sayastagonj – Sylhet – Tamabil Road (N-2) Length of The Approximately Alignment 115.5 Km.	
Review and Updating of the existing Land Acquisition Plan under Dhaka-Ashulia Elevated Expressway Project (DAEEP), Bangladesh Bridge Authority (BBA), Ministry of Road Transport and Bridges	
Feasibility Study, Engineering Design and Procurement Support for Dhaka Mass Rapid Transit Development Project Readiness Financing (Line5 Southern Route), LOAN 49258-002 BAN.	 CEGIS  SMEC

### Our Training Courses

- Fundamentals of Software Development
- Fundamentals and Applications of Web Design
- Fundamentals and Applications of Website Development
- Fundamentals and Applications of Microsoft Word, Excel, PowerPoint, Outlook, Access
- Fundamentals and Applications of Data Entry
- Fundamentals and Applications of Database Development
- Fundamentals and Application of GIS
- Fundamentals and Application of Graphic Design

### Our Participants was from

1. ACE Consultants Ltd, Dhaka
2. Ahsanullah University of Science & Technology, Dhaka
3. Asian Disaster Preparedness Center, Bangladesh
4. Bangladesh Rural Advancement Committee (BRAC), Dhaka
5. Bangladesh University of Engineering and Technology (BUET), Dhaka
6. Basundhara Group, Dhaka
7. Center for Environmental and Geographic Information Services (CEGIS), Dhaka
8. Christian Commission for the Development of Bangladesh (CCDB), Dhaka

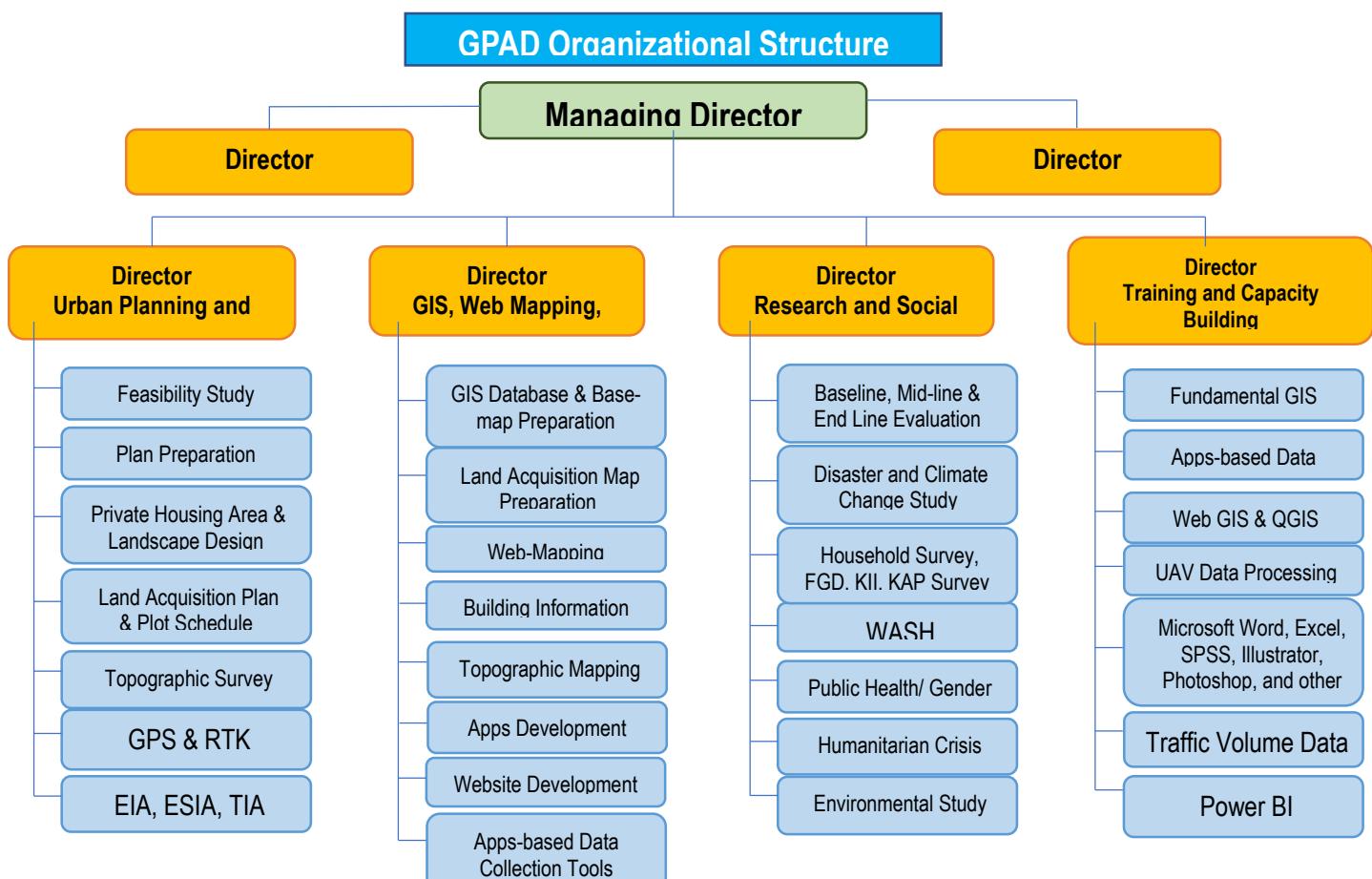
9. Chittagong Hill Tracks Development Fund (CHTDF – UNDP)
10. Chittagong University, Chittagong
11. Dhaka North City Corporation, Dhaka
12. Dhaka Polytechnic Institute, Dhaka
13. University of Dhaka
14. East West Property Development Pvt. Ltd, Dhaka
15. EcoHealth Alliance, Dhaka
16. Eden Mohila College, Dhaka
17. EQMS Consulting Ltd, Dhaka
18. Islamic Relief Bangladesh
19. Jagannath University, Dhaka
20. Jahangirnagar University, Savar
21. Jamalpur Municipality, Bangladesh
22. Khulna University, Khulna
23. Khulna University of Engineering & Technology, Khulna
24. Local Government Engineering Department (LGED), Dhaka
25. Médecins Sans Frontières (MSF), Bangladesh
26. Mirpur University College, Dhaka
27. Mymensingh Municipality, Bangladesh
28. National Institute of Preventive and Social Medicine (NIPSOM), Dhaka
29. Nilphamari Municipality, Bangladesh
30. Plan International Bangladesh
31. Patgram Municipality, Bangladesh
32. Practical Action, Bangladesh
33. Resource Planning Management Consultants (RPMC), Dhaka
34. Roads and Highway Department (RHD), Dhaka
35. Save the Children: Bangladesh
36. SMEC (Bangladesh) Ltd, Dhaka
37. Solidarities' International, Bangladesh
38. Sajida Foundation, Dhaka
39. United Nations Development Programme (UNDP), Bangladesh
40. Ulania Social Welfare Society (USWS), Dhaka

### Key Engagements of Regional Importance

<div style="border: 1px solid #ccc; padding: 5px;">            Professional Training to DNCC         </div> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;">            Training of East West Property (Pvt.) Ltd, Basudhara Group officials         </div> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;">            Training on Fundamentals of MS Office Professional and Data Entry to the Médecins Sans Frontières (MSF) Officials         </div> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;">            Impact mapping analysis through GIS survey of water, people, community, clinic, EPI site, Sanitation point, cyclone shelter, DRR coverage, social inclusion and livelihood services         </div> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;">            Citywide Assessment         </div>		<div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">            Consultancy Services for Baseline Study and GIS Mapping of Wash Assessment Of Primary Schools In The Cities Of Rangpur, Gazipur And Chattogram         </div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">            Consultancy Services for WASH Behaviour and Infrastructure Condition in Low Income Communities of Ward No. 39 &amp; 40 of Chattogram City Corporation (CCC)         </div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">            Conducting needs assessment and GIS mapping in the Low-Income communities (LICs) for WASH improvement in two wards (38 &amp; 41) Chattogram City Corporation (CCC)         </div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">            Baseline Study of Existing WASH Facilities in Selected Areas of Ashulia where Kontoor Brands, Inc's Supplying Factories Workers and Dwelling         </div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">            Consultancy Services for WASH assessment GIS Mapping of LICs in Dhaka South City Corporation         </div>	
		 Trusted and Strategic Partner to Governments and Donors across Bangladesh	 IT Experts with Cumulative experience in areas of MS Office Professional Data Entry, Web Design, Database Development, Graphics Design

### Organization Structure

The divisions of the company are organized in a flexible combination of line and staff organization format. The organogram is attached below-



## 4.5 Physical Resources (GPAD)

### A. General Information of the Firm

<b>Name of the Firm</b>	: Geo-Planning for Advanced Development
<b>Abbreviation (if any)</b>	: GPAD
<b>Year of Establishment</b>	: 2009
<b>Nature of Business</b>	: Consultancy Services
<b>Contact Address</b>	: Corporate Office: House 10 (2nd Floor), Road 16/A, Gulshan 1, Dhaka 1212 Technical Office: House No # 11 (1 <sup>st</sup> Floor), Road # 4, Block # J, Banasree, Rampura, Dhaka 1219
<b>Contacts</b>	: Tel: +8801717087089 Email: <a href="mailto:gpadbd@gmail.com">gpadbd@gmail.com</a>
<b>Type of Organization</b>	: Partnership
<b>Company Registration Number</b>	: 014897
<b>Trade License Number.</b>	: 0722947 (2010 -2013); 04-05941 (2013-2014); 03-074480 (2014-2018); 014897 (2018-2022)
<b>Name of Banker</b>	: United Commercial Bank
<b>TIN Number</b>	: 375255120351
<b>Vat registration number</b>	: 001134897-0101

### B. Background

**Geo-Planning for Advanced Development (GPAD)** is a Bangladeshi multi-disciplinary consulting firm established in **2009**. It was initiated by a group of Planner, Architect, Engineers, Sociologist, Economist and Software Developer. We believe in our capability and willing to invest our capacity for the advancement and development of our country. The main focus of **GPAD** is to take part in the national development process to provide quality services by using our energetic & highly professional stuffs and their knowledge & skill on advanced tools & techniques in various fields. It offers services in a wide range of development sectors such as Physical Feature Survey, Socio-economic Survey, Geographic Information System (GIS), Database Design and Management, Image Processing and Analysis Using Remote Sensing, Mapping, Survey Using Different Tools and Techniques, GIS Training, Building Design and Reporting, etc. Along with the technical assistance, **GPAD** also arrange training for present and upcoming professionals on a regular basis. Depending on the demand and necessity, **GPAD** also organize advanced and specialized training program in any area of Geographic Information System (GIS); Remote Sensing and its Applications; SPSS [Statistical Package for Social Science]; AutoCAD [Map, 2D/3D]; Database Management and Software Development (MS Access, MS Excel); Application of GIS/Remote in different field etc. **GPAD** provides technical assistance to prepare and manage GIS database as per requirement. We have specialization in preparation of a plan, proposal development, 2D/3D design, customized GIS and database applications.

### C. Organogram

**Geo-Planning for Advanced Development (GPAD)** is a Bangladeshi multi-disciplinary consulting firm established in **2009**. It was initiated by a group of Planner, Architect, Engineers, Sociologist, Economist and Software Developer. The main focus of **GPAD** is to take part in the national development process to provide quality

services by using our energetic & highly professional stuffs and their knowledge & skill on advanced tools & techniques in various fields.

### **Organization Structure**

**Organization:** The six divisions of the company are organized in a flexible combination of line and staff organization format. In addition to the individual directors looking after their respective divisions, the MD, in addition to his overall responsibility, also looks after a separate division. GPAD maintains a functioning rapport with professional research organizations and various institutions. It has the capacity to draw from a panel of experts and consultants in any field of consulting discipline from those entities.

**Management:** All the affairs of the company, from technical to administrative & management and from general to specialized, are looked after by the Board of Directors. The Directors are full-time professionals who have robust exposure to consulting services from conceptual stage to end product delivery. Each of the six Directors, under the direct supervision of the Managing Director, heads a cluster of interlinked disciplines commensurate to their knowledge, qualifications and experiences and as such, commands thorough control over all the activities constituting a project.

The Managing Director looks after the policy and the strategic matters of the company, outside daily and routine affairs- thus maintaining an unbiased guardianship role for effective intervention during the hour of need and on special cases that warrant impartial judgment. He is also responsible for looking after administration, management, finance all sorts of liaison, client, and public relations as well as close monitoring of the development assignments entrusted by the clients.

Organizational structure of GPAD is given below:

### **Nature of the Firm**

Consulting and Supervisory Firm

### **Vision**

Contribute in sustainable national development process focusing on the modern technologies and its application to increase the efficiency and maximum utilization of resources.

### **Mission**

- Provide improved services to the target community people using modern tools, techniques, and technology.
- Willing and committed to work on water, sanitation, health, hygiene, environment and climate change issue
- Committed to work on national thrust sector like any physical planning both in urban and rural area including hard-to-reach area of Bangladesh
- Facilitate in national policy planning and documentation

### **Goal**

- Contribute in geospatial solution, physical planning, research, policy planning and architectural and landscaping
- Promote geo and physical environment, health, hygiene and climate change issue

- Capacity building and develop manpower in technical sectors like GIS mapping and analysis, AutoCAD, 3D design, Statistical Analysis etc.

### **Core Value**

- Concern for transparency, accountability, and governance
- Gender and human rights
- Research and learning and maintain professionalism and strong liaison with partners
- Use of modern technology in practical field
- Work in holistic approach

### **D. Our Clientele**

#### **Public Sector**

**BA** - Bangladesh Army  
**BBA** - Bangladesh Bridge Authority  
**BR** - Bangladesh Railway  
**BREB** - Bangladesh Rural Electrification Board  
**BUET** – Bangladesh University of Engineering & Technology  
**CCC** - Chattogram City Corporation, Chattogram  
**DNCC** – Dhaka North City Corporation  
**DSCC** – Dhaka South City Corporation  
**GTCL** - Gas Transmission Company Limited, Dhaka  
**Jamalpur Municipality**  
**KDA** - Khulna Development Authority  
**Kurigram Municipality**  
**LAB** - Land Appeal Board, GoB  
**LGED**- Local Government Engineering Department  
**Mymensingh Municipality**  
**Patgram Municipality**  
**RAJUK** – Rajdhani Unnayan Kartripakkha  
**RHD** – Roads & Highways Department  
**Savar Municipality**  
**Sunamganj Municipality**

#### **Private Sector**

**ACE Consultants Ltd,**  
**BoP Innovation Services Bangladesh Ltd.**  
**CCDB** - Christian Commission for the Development of Bangladesh (CCDB),  
**DAM** - Dhaka Ahsania Mission  
**Dhaka Alliance Ltd**  
**Glorious Properties Ltd.**  
**Healthcare Pharmaceuticals Ltd**  
**Islamic Relief, Bangladesh Marine Group, Dhaka**  
**Manusher Jonno Foundation, Dhaka**  
**Nabodhara Real Estate Ltd**  
**Nasrul Hamid Foundation**  
**Premium Group Ltd.**  
**PSTC** - Population Services and Training Center  
**RPMC** - Resource Planning and Management Consultants (Pvt) Limited  
**Swadeshi Properties Ltd.**  
**SMEC (Bangladesh) Ltd.**  
**United Delcot Water Ltd**  
**United Property Solution Ltd**

## **International Agencies**

**ADPC**-Asian Disaster Preparedness Center  
**GIZ** - Deutsche Gesellschaft für Internationale Zusammenarbeit  
**IPAS** Bangladesh  
**IMC World Wide**  
**NI** - NRECA International  
**Plan International**  
**RI** - Relief International  
**Save the Children**  
**SNV** Netherlands Development Organization  
**SUEZ** (a French-based utility company)  
**UNDP** – United Nation Development Programme  
**WBG** - The World Bank Group  
**WSUP** - Water & Sanitation for the Urban Poor

### **E. Area of Expertise**

#### **i. Urban Planning and Design**

- Master Plan
- Physical Planning
- Landscape design and planning

#### **ii. Social Research:**

- Baseline survey and analysis (Both Qualitative and Quantitative)
- End line survey (Both Qualitative and Quantitative)
- FGD, KII, Workshop, Research and Reporting
- Assessment and Evaluation
- Survey (Socio-economic survey, questionnaire survey, physical feature survey)

#### **iii. Digital Survey**

- Land Survey
- Topographic Survey
- Utility Survey and Mapping
- Environmental Survey
- Traffic Survey
- X- Section Survey
- River Bathymetric Survey/ Hydro Survey
- GPS Survey
- RTK GPS Survey
- Base Map Preparation
- Land Use Survey and Mapping
- Map Preparation
- Database Design and Management (Using Access, SPSS, Visual Basic)
- GIS based survey including GPS application
- Image processing and analysis using remote sensing
- Reporting and Presentation
- Google Image (30cm / 50 cm Resolution)

#### **iv. Resettlement and Land Acquisition**

- Resettlement Survey
- Social Survey
- Property Valuation Survey
- Land Acquisition Survey
- Land Acquisition Plan Preparation

- Plot Schedule Preparation, Khatian Collection.
- Land valuation survey
- v. **UAV/Drone Survey**
  - Advanced Drone Equipment and Software
  - UAV Survey and Imagery Processing
  - High Resolution Imagery Capturing
  - UAV Imagery Digitization
  - Base Map Preparation
  - GIS and Web-GIS Based Mapping
  - Aerial Video Survey
- vi. **GIS and Website Development**
  - GIS Mapping
  - GIS Software Development
  - Website Development
  - Web Based GIS Application
  - Software Application
  - Android Apps Development
  - GIS Data Sources and Applications
  - Database Management
- vii. **Training**
  - Fundamentals of Geographic Information System (GIS)
  - Application of Geographic Information System (GIS)
  - Application of Remote Sensing (RS)
  - Application of Statistical Package for Social Science (SPSS)
  - Training on AutoCAD, Open Sources GIS Software Training (QGIS /MapWindow GIS)
- viii. **Feasibility Study and Design**
  - Pre-feasibility Study and Detailed design and drawing
  - Architectural Design
  - Structural Design including Sanitary, Plumbing, Electrical, water supply
  - Design estimate and Sub-soil investigation
- ix. **Environmental Studies (IEE, EIA) etc.**
- x. **Work Experiences with Different Organizations**

**GPAD** worked in various projects under government and privately owned national and international organizations including **LGED**- Local Government Engineering Department, **BREB** - Bangladesh Rural Electrification Board, **BUET** – Bangladesh University of Engineering & Technology, **RAJUK** – Rajdhani Unnayan Kartripakkha, **UNDP** – United Nation Development Program, **WBG** - The World Bank Group, **ADPC**-Asian Disaster Preparedness Center, Plan International, **SNV Netherlands Development Organization**, **WSUP** - Water & Sanitation for the Urban Poor, **Relief International** etc.

## F. Resources of the Firm

- **Organization:** The six divisions of the company are organized in a flexible combination of line and staff organization format. In addition to the individual directors looking after their respective divisions, the MD, in addition to his overall responsibility, also looks after a separate division. GPAD maintains a functioning rapport with professional research organizations and various institutions. It has the capacity to draw from a panel of experts and consultants in any field of consulting discipline from those entities.
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professionals who have robust exposure to consulting services from conceptual stage to end product delivery. Each of the six Directors, under the direct supervision of the Managing Director, heads a cluster of interlinked disciplines commensurate to their knowledge, qualifications and experiences and as such, commands thorough control over all the activities constituting a project.

- The Managing Director, looks after the policy and the strategic matters of the company, outside daily and routine affairs- thus maintaining an unbiased guardianship role for effective intervention during the hour of need and on special cases that warrant impartial judgment. He is also responsible for looking after administration, management, finance all sorts of liaison, client and public relations as well as close monitoring of the development assignments entrusted by the clients.
- **Availability of Logistics and Equipment**

**GPAD** has adequate logistics which makes sure to meet clients' needs. We create value by applying our in-depth, specialized knowledge and drawing on lessons learnt over many years. We offer to ease the everyday tasks of the business community through our A-to-Z logistics solutions.

#### a. Description of Important Office Equipment

Sl. No.	Equipment Name	Quantity
1	Laptop	15
2	Monitor	21
3	CPU	19
4	Keyboard	24
5	Mouse	35
6	Printer	05
7	Hard drive	09
8	Telephone	03
9	Mosquito Bat	03
10	Pen drive	15
11	UPS	24
12	AC	05
13	TV Monitor	03
14	Attendance Machine	01
15	Sanitizer Machine	01
16	Cycling Fan	11
17	Table Fan	02
18	Measurement Machine	01
19	Power Machine	01
20	Table	33
21	IPS (cover hole office)	02
22	Spiral Binding Machine	01
23	Large Punch Machine	02
24	Large Stapler Machine	01
25	Laminating Machine	01
26	Paper Cutting Machine	01

## b. High-End Survey Equipment and Software

### Hardware

SL No.	Type	No.
1.	RTK GNSS	03
2.	Total Stations -2s Accuracy (Made in Japan)	01
3.	Total Stations -2s Accuracy (Made in Japan)	01
4.	Drone	09
5.	GPS (hand)	07
6.	Theodolite	01
7.	Compass	04
8.	Drawing Table	03
9.	Steel tape	02
10.	Ranging Poles	06
11.	Instrument Box	02
12.	Light Table	01



Work Station Facility

### DETAIL SPECIFICATION

Pictures	Specifications
	<ul style="list-style-type: none"> <li>Brand: TopCon</li> <li>Model: GR 5</li> <li>Made in Japan</li> <li>Accuracy: H: 3.0 mm + 0.1 ppm &amp; V: 3.5 mm + 0.4 ppm</li> <li>GPS, GLONASS, Galileo*, BeiDou*, SBAS, and QZSS</li> <li>226-Channel Vanguard Technology™ with Universal Tracking Channels</li> </ul>
	<ul style="list-style-type: none"> <li>Sensor: 1" CMOS.</li> <li>Pixels: 20 million.</li> <li>Still Image Size: 5472 × 3648.</li> <li>Max Video Bit Rate: 100 Mbps.</li> <li>Color Mode: Dlog-M (10 bit), support HDR video (HLG 10 bit).</li> <li>Sensor Resolution- 16.71 megapixels</li> <li>Frame Rate- 32 frames per second</li> <li>Run Time (Up To) = 35 min</li> <li>Max Speed- 40.4 miles per hour</li> </ul>
	<ul style="list-style-type: none"> <li>Max Speed- 40.4 miles per hour</li> <li>Manufacturer- DJI REMOTE CONTROL</li> <li>Operating Frequency- 2.4 GHz</li> <li>Max Operating Distance- 4 miles RC VEHICLE</li> <li>Max Vertical Velocity- 16.4 feet per second</li> <li>Max Horizontal Velocity- 58.4 feet per second</li> <li>Interface- Wi-Fi</li> <li>Sensor Resolution- 12.71 megapixels</li> <li>Capture Formats- H.264, MOV, MP4, MPEG-4</li> <li>Frame Rate- 24 frames per second</li> <li>Capacity= 3830 mAh</li> <li>Run Time (Up To)= 27 min</li> </ul>

Pictures	Specifications
 <p><b>Mavic Air 2</b></p>	<ul style="list-style-type: none"> <li>• Weight: 20oz</li> <li>• Folded dimensions: 7.2 x 3.3 x 3 inches</li> <li>• Unfolded dimensions: 7.3 x 10 x 3 inches</li> <li>• Battery: Intelligent 5200mAh, LiPo 2S, 7 ounces</li> <li>• Charger: Input 100-240v, 50/60 Hz 1.3A; rated power 38W</li> <li>• Modes: Cine, Normal, Sports</li> <li>• Camera sensor: ½ CMOS</li> <li>• Video transmission range: 6.25 miles</li> <li>• Video resolution: 4K up to 60fps; 4K at 60fps; FHD at up to 240fps</li> <li>• Max Bitrate: 120 Mbps</li> </ul>
 <p><b>Sokkia CX5</b></p>	<ul style="list-style-type: none"> <li>• Display Resolution 1"/5"</li> <li>• Accuracy (ISO 17123-3:2001) 2"</li> <li>• Dual-axis compensator / Collimation compensation-Dual-axis liquid tilt sensor, working range: ±6' / Collimation compensation available</li> <li>• Laser output Reflector less mode: Class 3R / Prism / sheet mode: Class 1</li> <li>• Measuring range (under average conditions)</li> <li>• Reflector less 0.3 to 350m</li> <li>• Reflective sheet 1.3 to 500m</li> <li>• Mini prisms 2500m</li> <li>• One AP prism 1.3 to 5000m</li> <li>• Three AP prisms to 6000m</li> <li>• Display resolution 0.001m / 0.01ft</li> <li>• Accuracy (ISO 17123-4:2001) (D=measuring distance in mm)</li> <li>• Reflector less (3 + 2ppm x D) mm</li> <li>• Reflective sheet (3 + 2ppm x D) mm</li> <li>• AP/CP prism (2 + 2ppm x D) mm</li> <li>• Measuring time Fine: 0.9s, Rapid: 0.7s, Tracking: 0.3s</li> </ul>

Pictures	Specifications
	<ul style="list-style-type: none"> <li>• Prism EDM Range 4000m (ES-107 3000m)</li> <li>• Prism EDM Accuracy 2mm+2ppm</li> <li>• Non-Prism Range 500m</li> <li>• Non-Prism Accuracy 3mm+2ppm (0.3-200m)</li> <li>• Measuring Time Fine: 0.9 sec</li> <li>• Rapid: 0.7 sec</li> <li>• Tracking: 0.3 sec</li> <li>• Display/Keyboard Dual, Graphic, Backlit</li> <li>• LCD (ES-107 Single)</li> <li>• Battery Operation up to 36 hours</li> <li>• Dust/Water Protection IP66</li> <li>• Wireless Connection Bluetooth Class 1</li> <li>• Operating Range -20C to +50C</li> <li>• -30C to +50C *</li> <li>• -20C to +60C **</li> </ul>
<b>Sokkia ES</b> 	<ul style="list-style-type: none"> <li>• Image Erect</li> <li>• Magnification / Resolving power 28x</li> <li>• Objective Aperture 30 mm</li> <li>• Resolving Power 3"</li> <li>• Field of view 1°20'</li> <li>• Minimum Focus Distance 0.3 m</li> <li>• Stadia ratio 100</li> <li>• Stadia constant 0</li> <li>• Accuracy - Standard Deviation of 1km double run leveling 1.5 mm</li> <li>• Working range ±15'</li> <li>• Type Magnetic</li> <li>• Minimum division 1° / 1gon</li> <li>• Reading system Total area 400G/360°</li> </ul>
<b>Pentax Level Machine</b> 	<ul style="list-style-type: none"> <li>• Type Land</li> <li>• Year of initial introduction 2018</li> <li>• Height [m] 0.103</li> <li>• Depth [m] 0.157</li> <li>• Width [m] 0.157</li> <li>• Total Weight [kg] 1.3</li> </ul>

### **Capacity Building / Training Facilities**

GPAD Training Center, established in 2009. At first, GPAD Training Center operated in-house training and provided training successfully to some renowned public and private organizations. GPAD Training Center established its own training venue in 2014 and started to conduct regular training program. Till now we successfully completed 15 training programs with more than 130 participants from BUET, LGED, Dhaka North City Corporation, KUET, Khulna University, Islamic Relief, Ahsanullah University of Science & Technology, Médecins Sans Frontières (MSF), Bangladesh East West Property Development pvt. Ltd, Islamic Relief, Save the Children, University of Dhaka, United Nations Development Programme (UNDP), Resource Planning Management Consultants (RPCMC), EcoHealth Alliance, Jagannath University, Jahangirnagar University, Eden Mohila College, Mirpur University College, EQMS Consulting Ltd, Center for Environmental and Geographic Information Services (CEGIS), Rural Advancement Committee (BRAC), SMEC Bangladesh, Titas Gas Transmission and Distribution Ltd, Ministry of Public Administration, ICDDR'B, Chittagong University, American Red Cross, Plan International, Roads and Highway Department etc.

### **Training Equipment**

SL No.	Type	No.
1.	Multimedia Projector with Screen	01
2.	Display 55 Inch	01
3.	DVD Player	02
4.	Digital Video Camera	03
5.	Digital Still Camera	03

### **Software**

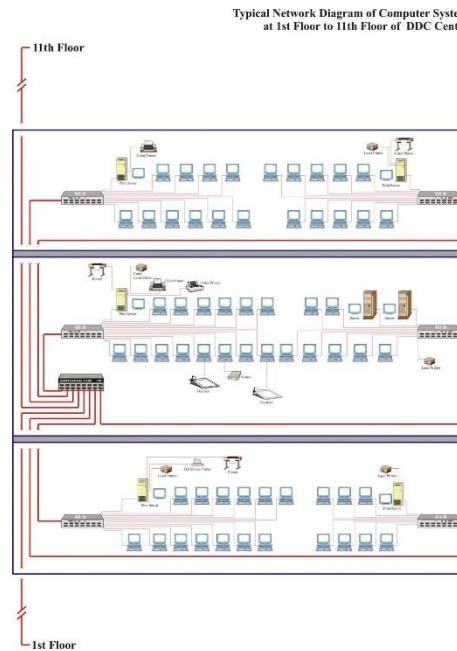
For completing all the works with accuracy and with a creative design view and content. **GPAD** has the provision of access to all necessary software support. Different categories of software available in **GPAD** are listed below:

Sl. No.	Name of Software and Version
1.0	<b>Operating System</b>
1.1	<b>Windows XP Home and Professional Edition, Vista</b>
1.2	<b>Windows 2000 Professional</b>
1.3	Windows NT-4.0 Server
1.4	Windows NT 4.0 Workstation
2.0	<b>Programming Language</b>
2.1	C, CH, C#
2.2	Visual BASIC, Visual C, Visual C++, VB.Net
2.3	Java
3.0	<b>Database Management</b>
3.1	Oracle 8i 2002146, 9i, 10B, 11g, 10g Suite, Jdeveloper, PL/SQL Server Pager, MYSQL
3.2	Oracle Power Object
3.3	Visual FoxPro

<b>Sl. No.</b>	<b>Name of Software and Version</b>
3.4	FoxPro
<b>4.0</b>	<b>Web Developing Tools</b>
4.1	Java Script, asp, asp.Net, C#net, PHP, VB.Net, Jbuilder
<b>5.0</b>	<b>Desktop Publishing</b>
5.1	MS Office XP
5.2	MS Office 2000
5.3	MS Publisher
5.4	CorelDRAW 10
5.5	Adobe Photoshop 6
<b>6.0</b>	<b>Statistical Analysis</b>
6.1	SPSS/PC
6.2	SPSS for Windows-26
6.3	Mini Tab
6.4	STATA
<b>7.0</b>	<b>Project Management and Monitoring</b>
7.1	Primavera Project Planner
7.2	MS Project 2000
<b>8.0</b>	<b>Presentation Software</b>
8.1	MS Power Point
8.2	Harvard Graphics
<b>9.0</b>	<b>Computer Aided Design and Drawing</b>
9.1	AutoCAD 2000i
9.2	AutoCAD 2006/2007 (Licence Copy), AutoCAD 14 117-99703105, CDKey-W36H, Auth: C3DF32EA
9.3	3D STUDIO MAX
9.4	3D STUDIO VIZ
<b>10.0</b>	<b>Geographic Information System (GIS)</b>
10.1	ArcGIS 10.3.2 including ArcGIS 3D Analyst, ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst
10.2	Arc SDE 10.3
10.3	ArcView
10.4	ArcCAD
10.5	AutoCAD MAP
10.6	MapInfo

## Network Support Facilities

All the floors including those of the Computer Centre of GPAD office Building operate under LAN environment.



Network accessories in use are-

I. No.	Name of Equipment	Quantity (No.)
1.0	Network	18
1.1	Network HUB	02
1.2	Intelligent Switch	20
1.3	Router	04

## **Technical and Managerial Capability of the Firm**

**GPAD** has operational capability to carry out any assignment. The focus of this firm is to satisfy the client organization by submitting the deliverables on time and ensures the quality and quantity of the deliverables. **GPAD** has vast delivery capabilities, and it always tries to make good interaction with the client organization so that there is no missing links of the information. It also has highly skilled managerial and technical staff, that are the main strength of this firm.

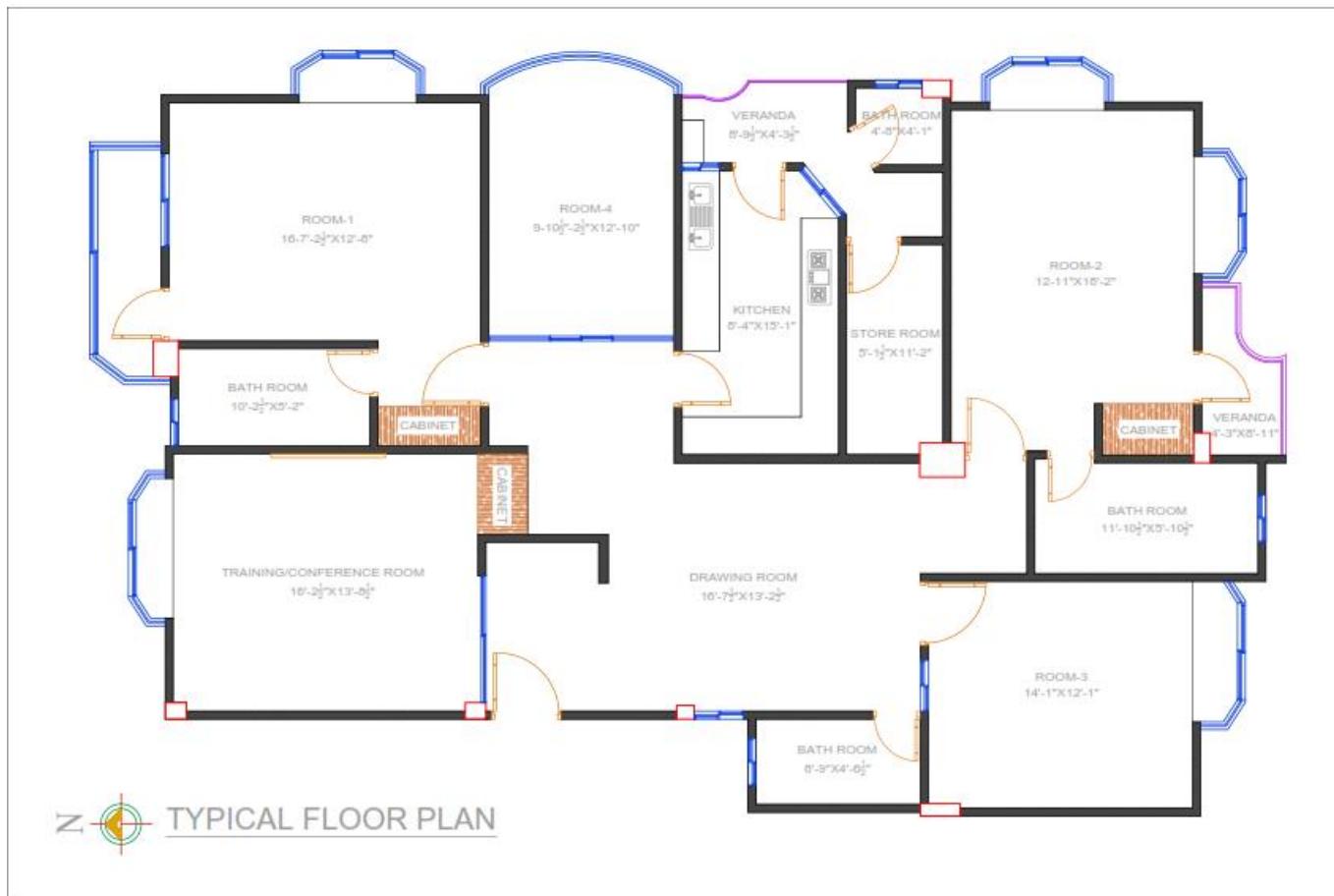
### a) Office Space

**GPAD's** corporate office is located at House 10 (2nd Floor), Road 16/A, Gulshan 1, Dhaka 1212 with the floor of about **2300 sq feet** and technical office is located at House 11, Road 4, Block J, Banasree, and Dhaka-1219 with the floor space of about **2700 Sq feet** and furnished with air-conditioning and office equipment and other modern facilities. **GPAD** is always aware of project needs. Some pictures of corporate office are attached below:

Location	Space
Gulshan, Dhaka	2300 square feet



Corporate Office layout is given below:

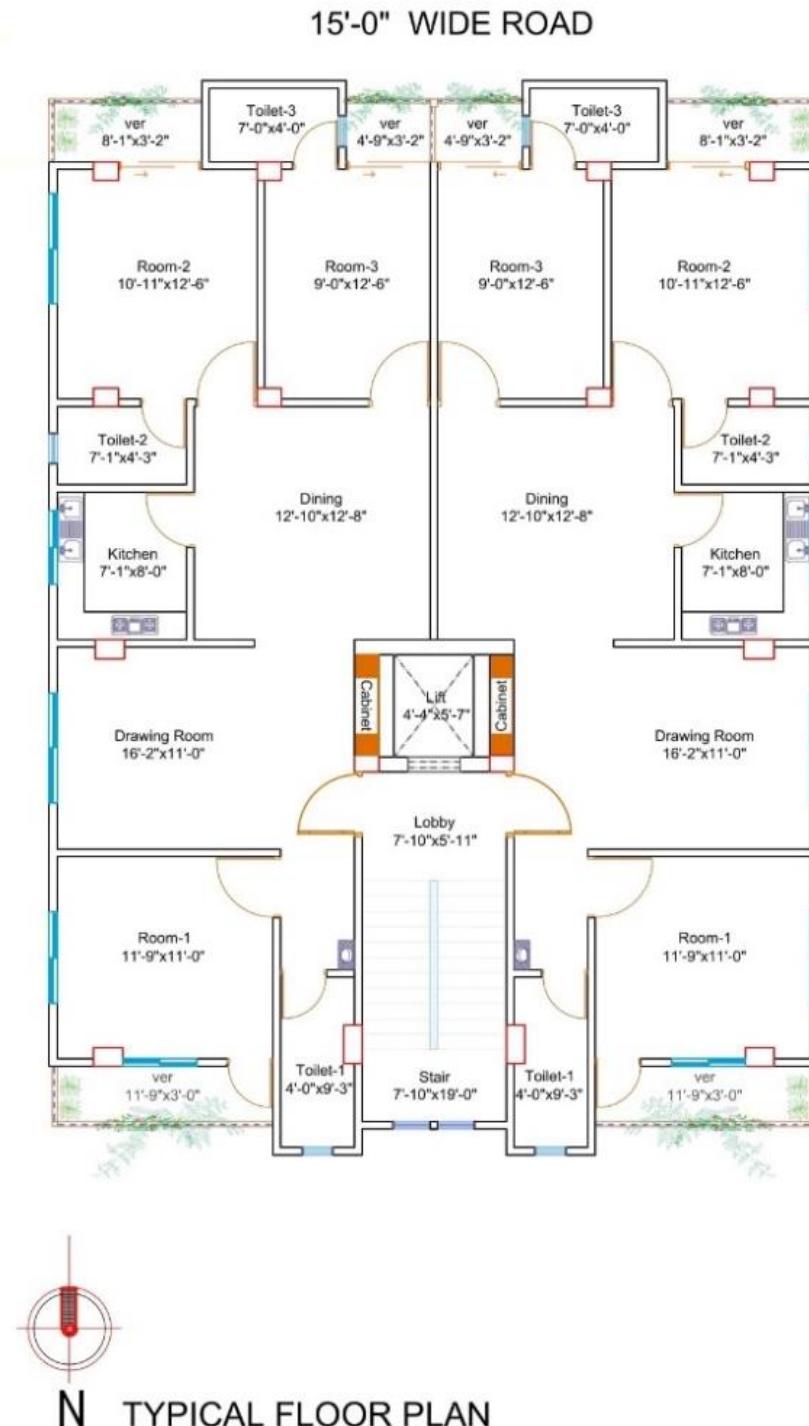


The logistic support available in firm is as follows:

Location	Space
Banasree, Dhaka	2700 square feet

Location	Space
	
	
	
	

Technical Office layout is given below:



b) Employee / Experts Summary

<b>Team</b>	<b>Description</b>	<b>Number of staff</b>
<b>Management Team</b>	1. Board Members and Directors	03
	2. General Manager	01
<b>Technical Team</b>	3. Business Development Manager	01
	4. Consultants	20
	5. Urban Planner	10
	6. GIS Expert	05
	7. DRR Expert	03
	8. IT Expert	03
	9. Survey Expert	05
	10. Civil Engineer	10
	11. IT Officer	05
	12. Project Manager	04
	13. Project Officer	16
	14. GIS Analyst	09
	15. Field Surveyor	12
	16. Documentation Officer	05
	<b>TOTAL</b>	<b>130</b>
<b>Administrative and Finance Team</b>	17. Administrative Officer	02
	18. Finance Officer	02
	19. Accounts Assistant	01
	20. Administrative Assistant	02
	21. Computer Operator	05
	22. Photocopy Machine Operator	03
	23. Office Assistant	01
	24. MLSS	02

## Section: 5 Financial Strength

### 5.1 Bank Solvency Certificate (Devnet)

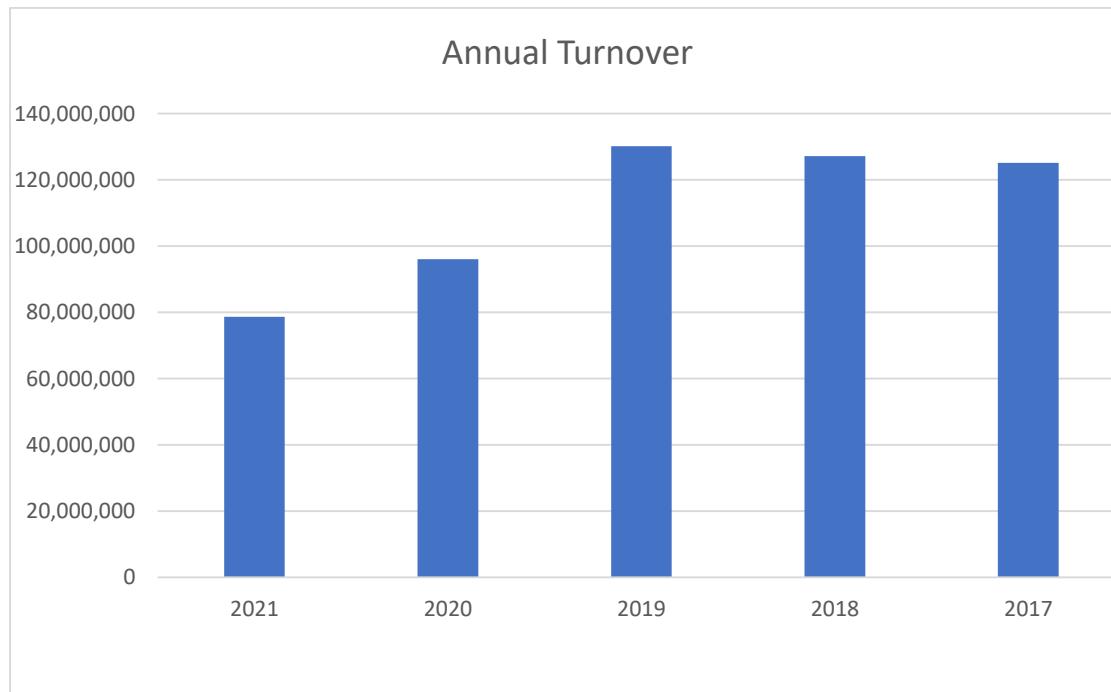
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## 5.2 Financial Turnover (Devnet)

### Financial Turnover (Last 05 Years)



Year	2021	2020	2019	2018	2017
Turn Over	78,707,252	96,105,899	130,155,167	127,213,886	125,188,499



5.3 Audit Report [Devnet (Last 05 Year)]

## Devnet Audit Report 2017- 2021



**INDEPENDENT AUDITOR'S REPORT**

**DEVNET LIMITED**

**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2021**



**MANAGING PARTNER:**  
MD. ASHRAF UDDIN AHMED  
LLB, CFC, FCA

**PARTNERS:**  
ENAMUL KABIR, FCA  
MD. MOHIUDDIN AHMED, FCA, CFC

**Corporate Address:** 142/B, Green Road (3<sup>rd</sup> & 4<sup>th</sup> Floor)  
Dhaka-1215, Bangladesh.  
**Registered Address:** Rahman Chamber (5<sup>th</sup> Floor)  
12-13, Motijheel Commercial Area, Dhaka-1000, Bangladesh.

### **INDEPENDENT AUDITOR'S REPORT TO THE SHAREHOLDERS**

#### **Opinion**

We have audited the accompanying financial statements of **DEVNET LIMITED** ('the company) which comprise the Statement of Financial Position as on 30<sup>th</sup> June, 2021 and Statement of Consolidated Profit or Loss and Other Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows and a summary of significant accounting policies and other Explanatory Notes to the Financial Statements.

In our opinion, the financial statements prepared in accordance with International Accounting Standards (IAS) and International Financial Reporting Standards (IFRS) give a true and fair view of the financial position of **DEVNET LIMITED** as of 30<sup>th</sup> June, 2021 and results of its financial performance and its cash flows for the year then ended & comply with the Companies Act 1994, & other applicable laws & regulations.

#### **Basis for Opinion**

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Company in accordance with the ethical requirements that are relevant to our audit of the financial statements in Bangladesh, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation of financial statements that give a true and fair view in accordance with IFRSs, and for such internal control as management determines is necessary to enable the preparation of (consolidated) financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the (consolidated) financial statements, management is responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Company's financial reporting process.

#### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

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Chartered Accountants

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

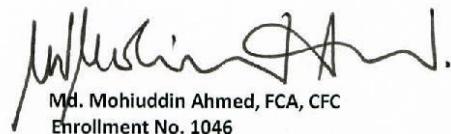
We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### **Report on Other Legal and Regulatory Requirements**

In accordance with the Companies Act 1994, we also report the following:

- a) We have obtained all the information and explanation which to the best of our knowledge and belief were necessary for the purpose of our audit and made due verification thereof;
- b) in our opinion, proper books of account as required by law have been kept by the Company so far as it appeared from our examination of those books; and
- c) The statement of financial position and statement of profit or loss and other comprehensive income dealt with by the report are in agreement with the books of accounts.
- d) The expenditure were incurred for the purpose of the company's business.

Place: Dhaka  
Date: 07<sup>th</sup> September, 2021



Md. Mohiuddin Ahmed, FCA, CFC  
Enrollment No. 1046  
Partner  
Ashraf Uddin & Co.  
Chartered Accountants

DVC: 2109071046AS312916



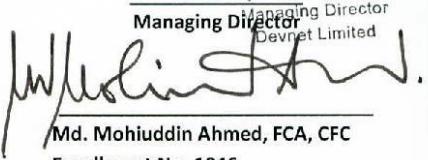
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Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30<sup>TH</sup> JUNE, 2021**

PARTICULARS	NOTES	Amount in BDT	
		30 <sup>th</sup> June, 2021	30 <sup>th</sup> June, 2020
<b>PROPERTY AND ASSETS</b>			
<b>NON - CURRENT ASSETS :</b>		<b>12,083,815</b>	<b>15,898,850</b>
Property, Plants & Equipment	Annex.- A	12,051,815	14,242,901
Preliminary Expenses		32,000	1,655,949
Fixed Deposit Receipt (FDR)	04	32,000	32,000
<b>CURRENT ASSETS:</b>		<b>174,366,593</b>	<b>177,155,770</b>
Advance deposit & Prepayments	05	75,438,415	57,650,759
Accounts Receivable	06	76,070,080	69,803,293
Closing Stock		11,593,202	14,647,052
Cash and Cash Equivalents	07	11,264,896	35,054,666
<b>TOTAL ASSETS:</b>		<b>186,450,408</b>	<b>193,054,620</b>
<b>SHAREHOLDER'S EQUITY AND LIABILITIES</b>			
<b>SHAREHOLDER'S EQUITY</b>		<b>176,612,512</b>	<b>175,089,190</b>
Ordinary Share Capital	08	15,000,000	15,000,000
Preference Share Capital (RCCPS)	09	76,601,000	76,601,000
Retained Earnings	10	85,011,512	83,488,190
<b>LONG-TERM LOAN:</b>		<b>7,342,351</b>	<b>14,695,287</b>
Loan from Bank	11	7,342,351	14,695,287
<b>CURRENT LIABILITIES:</b>		<b>2,495,544</b>	<b>3,270,143</b>
Liabilities for Expenses	12	1,791,470	2,104,167
Provision for Income Tax	19	704,074	1,165,976
<b>TOTAL LIABILITIES:</b>		<b>186,450,408</b>	<b>193,054,620</b>

Director

Place: Dhaka  
Date: 07<sup>th</sup> September, 2021

  
Md. Mohiuddin Ahmed, FCA, CFC

Enrollment No: 1046

Partner  
Ashraf Uddin & Co.  
Chartered Accountants



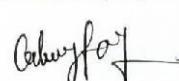
**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF CONSOLIDATED PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2021**

PARTICULARS	NOTES	Amount in BDT	
		1st July, 2020 To 30th June, 2021	1st July, 2019 To 30th June, 2020
Net Profit/Loss From Trading Division		1,055,616	(7,680,404)
Net Profit/Loss From Software Development & ITES		1,171,781	8,402,582
<b>Consolidated Profit/Loss Before Tax</b>		<b>2,227,397</b>	<b>722,177</b>
Less: Income Tax		704,074	1,165,976
<b>Consolidated Profit/Loss After Tax</b>		<b>1,523,323</b>	<b>(443,799)</b>

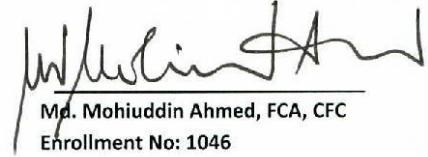
Director

Syed Abu Md. Jafor  
Managing Director



Place: Dhaka  
Date: 07<sup>th</sup> September, 2021

Md. Mohiuddin Ahmed, FCA, CFC  
Enrollment No: 1046  
Partner  
Ashraf Uddin & Co.  
Chartered Accountants




**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
**(SOFTWARE DEVELOPMENT & ITES )**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2021**

PARTICULARS	NOTES	Amount in BDT	
		1st July, 2020 To 30th June, 2021	1st July, 2019 To 30th June, 2020
Income From Software Development & ITES	14	71,462,987	77,153,122
<b>Less: Administrative Expenses:</b>		<b>70,291,207</b>	<b>68,750,540</b>
Salary & Wages		54,339,868	51,460,475
Bonus		5,007,204	5,523,657
Office Rent		3,301,690	4,159,296
Telephone, Mobile & Fax		723,852	653,852
Internet & Modem Expenses		202,778	142,778
Utility Expenses	18	612,815	999,583
Papers & Periodicals		470,189	463,240
Conveyance		651,597	641,968
Audit Fee		34,500	34,500
Fuel Expenses		97,788	96,343
Entertainment		84,814	83,560
Consumable Expenses		96,790	95,360
Food Expenses		97,195	95,759
Business Development Exp.		404,393	398,417
Fees & Renewal		164,225	161,798
Stationery		41,018	40,411
Printing Expenses		29,893	29,452
Fair & Exhibition		15,920	15,685
Water Expenses (Drinking)		256,222	252,435
Car Expenses		11,289	11,122
Courier Bill		99,893	98,417
Bank Interest, Charges & Commission		1,384,977	1,042,942
Repair & Maintenance		36,943	36,397
Depreciation		2,125,353	2,213,094
<b>Net Profit</b>	Tk.	<b>1,171,781</b>	<b>8,402,582</b>



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Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
**(TRADING DIVISION)**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2021**

PARTICULARS	NOTES	Amount in BDT	
		1st July, 2020 To 30th June, 2021	1st July, 2019 To 30th June, 2020
Gross Profit		3,012,746	7,191,773
<b>Less: Administrative Expenses:</b>		<b>2,063,929</b>	<b>14,979,469</b>
Salary & Wages		1,193,978	10,844,353
Bonus		102,188	1,342,228
Office Rent		119,750	462,144
Telephone, Mobile & Fax		99,048	99,048
Internet & Modem Expenses		23,671	24,032
Utility Expenses	18	153,204	175,569
Papers & Periodicals		39,564	114,678
Conveyance		59,745	628,898
Fuel Expenses		21,495	72,864
Entertainment		8,488	24,604
Consumable Expenses		17,011	117,321
Food Expenses		23,040	94,041
Business Development Exp.		28,527	116,436
Fees & Renewal		11,286	46,065
Stationery		7,305	29,816
Printing Expenses		2,277	9,293
Fair & Exhibition		6,831	19,799
Water Expenses (Drinking)		24,121	69,917
Car Expenses		774	2,243
Courier Bill		2,552	17,597
Bank Interest, Charges & Commission		42,834	256,200
Repair & Maintenance		10,507	23,611
Depreciation		65,733	388,713
<b>Trading Division Profit</b>		<b>948,817</b>	<b>(7,787,696)</b>
Add: Interest Income	15	106,799	107,292
<b>Net Profit</b>	Tk.	<b>1,055,616</b>	<b>(7,680,404)</b>



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Chartered Accountants

**DEVNET LIMITED**  
**TRADING ACCOUNT**  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2021

PARTICULARS	NOTES	Amount in BDT	
		1st July, 2020 To 30th June, 2021	1st July, 2019 To 30th June, 2020
Income From Scanner Sales	13	7,244,265	18,952,777
Less: Cost of Sales	16	4,231,519	11,761,004
<b>Gross Profit</b>		<b><u>3,012,746</u></b>	<b><u>7,191,773</u></b>



**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2021**

PARTICULARS	SHARE CAPITAL	PREFERENCE SHARE	RETAINED EARNINGS	TOTAL
<b>Balance as at July 1, 2020</b>	15,000,000	76,601,000	83,488,190	175,089,190
Addition during the year		-		-
Adjustment during the year		-		-
Profit/Loss for the year		-	1,523,323	1,523,323
<b>Balance as at June 30, 2021</b>	<b>15,000,000</b>	<b>76,601,000</b>	<b>85,011,512</b>	<b>176,612,512</b>
<b>Balance as at July 1, 2019</b>	<b>15,000,000</b>	<b>76,601,000</b>	<b>83,931,989</b>	<b>175,532,989</b>
Addition during the year		-		-
Adjustment during the year		-		-
Profit/Loss for the year		-	(443,799)	(443,799)
<b>Balance as at June 30, 2020</b>	<b>15,000,000</b>	<b>76,601,000</b>	<b>83,488,190</b>	<b>175,089,190</b>



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**DEVNET LIMITED**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2021**

PARTICULARS	Amount in BDT	
	1st July, 2020 To 30th June, 2021	1st July, 2019 To 30th June, 2020
<b>Net Profit/( Loss) After Tax for the year</b>	1,523,323	(425,022)
Depreciation	2,191,086	2,601,807
	<b>3,714,409</b>	<b>2,176,785</b>
<b>Cash Flows from operating activities:</b>		
Increase/(Decrease) in Loan From IDLC Finance Ltd.	-	-
Increase/(Decrease) in Loan from Seaf Bangladesh Ventures Ltd.	-	-
Increase/(Decrease) in Bank Loan	(7,352,936)	13,296,330
Increase/(Decrease) in Liabilities Expenses	(312,697)	(854,300)
Increase/(Decrease) in Provision for Tax	(461,902)	1,030,528
(Increase)/Decrease in Advance deposit & Prepayments	(17,787,656)	(9,220,757)
(Increase)/Decrease in Advance Income Tax	-	-
(Increase)/Decrease in Accounts Receivable	(6,266,787)	(1,007,300)
(Increase)/Decrease in Closing Stock	3,053,850	(1,124,997)
<b>Net cash provided by operating activities</b>	<b>(25,413,719)</b>	<b>4,296,289</b>
<b>Cash Flows from Investing activities:</b>		
Purchase of Property, Plant and equipments	-	(786,003)
<b>Net cash used by investing activities</b>	<b>-</b>	<b>(786,003)</b>
<b>Cash Flows from Financing activities:</b>		
Increase/Decrease in Share Equity	-	-
Increase/Decrease in Share in Transit	-	-
Increase/Decrease in Fixed Deposit	1,623,949	(91,198)
<b>Net cash used by financing activities</b>	<b>1,623,949</b>	<b>(91,198)</b>
<b>Net cash increasae in cash and cash equivalents</b>	<b>(23,789,770)</b>	<b>3,419,088</b>
Cash and cash equivalents at 1 <sup>st</sup> July, 2020	35,054,666	31,635,579
<b>Cash and cash equivalents at 30<sup>th</sup> June, 2021</b>	<b>11,264,896</b>	<b>35,054,666</b>



**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED  
NOTES TO THE FINANCIAL STATEMENT  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2021**

**1. INCORPORATION & BUSINESS ACTIVITIES**

**1.1 Reporting Entity:**

Devnet Limited was incorporated in Bangladesh as a Privet Limited Company on 25<sup>th</sup> July, 2000 under the Company Act 1994 Vide Registration No-C -40841(200)2000. The Principle place of Business and registered office of the Company is located at BDBL Bhaban, Level-09(East), 12 Kawran Bazar, Dhaka.

**1.2 Nature of the Business:**

Devnet is the leading service provider dedicated in helping organizations seeking to drive efficiency by streamlining enterprise contents with process automation and management of documents, contents and records. By empowering consistent communication, our customers experience new cost efficiencies, faster and efficient work flows, enhanced revenue opportunities, rapid responses to change and advanced customer service and satisfaction. Our business philosophy is based on building long-term, collaborative relationships and consistently providing business value to our clients and driving opportunity for our employees. The Company is Carrying on their IT related Business such as software development, System analysis, networking, database management and so on.

**1.3 Reporting Period:**

The Financial Statements have been prepared covering year from 1<sup>st</sup> July, 2020 to 30<sup>th</sup> June, 2021.

**2. BASIS OF PRPARATION OF FINANCIAL STATEMENTS AND SIGNIFICANT ACCOUNTING POLICIES:**

**2.1 Statement of Compliance with Laws:**

The financial statements have been prepared in accordance with the requirement of the Companies Act 1994 and other relevant local laws as applicable and in accordance with International Financial Reporting Standards (IFRSs) including International Accounting Standards (IASs) adopted by The Institute of Chartered Accountants of Bangladesh (ICAB) based on International Accounting Standards (IASs) and International Financial Reporting Standards (IFRSs).

**2.2 Measurement of the Elements of Financial Statements:**

These financial statements have been prepared under the historical cost convention applying accrual basis of accounting in accordance with International Financial Reporting Standards (IFRSs).



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Chartered Accountants

**2.3 Statement of Compliance of Accounting Standards:**

The Financial Statements have been prepared and presented in accordance with the applicable International Accounting Standards (IASs) and International Financial Reporting Standards (IFRSs) adopted by the Institute of Chartered Accountants of Bangladesh (ICAB).

**2.4 Applicable of Accounting Standards:**

The following IASs and IFRSs are applicable for the Financial Statements of the Company for the year under review:

IAS 1: Presentation of Financial Statements;  
IAS 2: Inventories;  
IAS 7: Statement of Cash Flows;  
IAS 8: Accounting Policies, Changes in Accounting Estimates and Errors;  
IAS 10: Events after the Reporting Period;  
IAS 12: Income Taxes;  
IAS 16: Property, Plant and Equipment;  
IAS 21: The Effects of Changes in Foreign Exchange Rates;  
IAS 36: Impairment of Assets;  
IAS 37: Provision, Contingent Liabilities and Contingent Assets;  
IAS 38: Intangible Asset;

**2.5 Going Concern:**

The Company has adequate resources to continue in operation for foreseeable future and hence, the financial statements have been prepared on going concern basis. As per management assessment there is no material uncertainties related to event or condition which may cast significant doubt upon the company's ability to continue as a going concern.

**2.6 Functional and Presentational Currency:**

The financial statements are presented in Bangladesh Taka (BDT/Tk.) except where indicated otherwise, which is both functional currency and presentation currency of the company. The figures of financial statements have been rounded off to the nearest BDT/TK.

**2.7 Foreign Currency Transaction:**

Foreign currencies were converted into taka at exchange rate prevailing on the date of transaction. All financial information presented has been rounded off to the nearest Taka except where indicated otherwise.

**2.8 Use of Estimates and Judgments:**

The preparation of financial statements in conformity with International financial Reporting Standards requires management to make estimates and assumptions that affect the application of accounting



policies and the reported amount of assets, liabilities, income and expenses and disclosure requirements of contingent assets and liabilities during and at the date of financial statements. Actual results may differ from those estimates. Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions of accounting estimates are recognized in the period in which the estimate is revised and in any future periods affected as required by BAS 8: Accounting policies, Change in accounting estimates and errors. In particulars, significant areas of estimation uncertainty and critical judgments in applying accounting policies that have the most significant effect of the amounts recognized in the financial statements include depreciation, inventory valuation, accrued expenses and tax provision.

#### **2.9 Component of Financial Statement:**

The financial Statement of the company consists of the following components:

- (i) Statement of Financial Position as at 30<sup>th</sup> June, 2021.
- (ii) Statement of Consolidated Profit or Loss & Other Comprehensive Income for the year ended 30<sup>th</sup> June, 2021.
- (iii) Statement of changes in Equity for the year ended 30<sup>th</sup> June, 2021.
- (iv) Statement of Cash Flows for the year ended 30<sup>th</sup> June, 2021 and
- (v) Accounting Policies & Explanatory Notes to the Financial Statements.

### **3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:**

#### **3.1 Accounting Convention and Basis:**

The financial Statement have been prepared in accordance with International Accounting Standards (IASs), International Financial Reporting Standard (IFRSs), the companies Act, 1994 and other laws and regulations applicable for these financial statements.

#### **3.2 Property, Plant & Equipment:**

##### **3.2.1 Recognition and Measurement:**

Property, Plant & Equipment is stated at cost amount less accumulated depreciation in compliance with International Accounting Standard IAS-16: Property, Plant and Equipment. The cost of acquisition of an asset comprises purchase price and any direct attributable cost for bringing the asset to its working location for intended use. Depreciation has been charged on a reducing balance method to get the written down value.

##### **3.2.2 Depreciation:**

The depreciation is charged in reducing balance method. The company policy is to charge full year depreciation in the year of acquisition and nothing in the year of disposal. Depreciation is charged as expense in current year under administrative expense.

Name of the Assets	Rate	Depreciations
Computer Accessories	15%	Tk. 9,50,148
Scanner	20%	Tk. 3,31,156



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Furniture & Fixture	10%	Tk. 97,737
Motor Vehicles	20%	Tk. 49,996
Electric Equipment	15%	Tk. 1,14,821
Office Equipment	15%	Tk. 5,66,542
Renovation	15%	Tk. 47,749
<b>Total</b>		<b>Tk.21,58,149</b>

**GENERAL:**

- (i) The figure has been rounded off to the nearest taka.
- (ii) The financial Statements have been prepared covering one year from July 01, 2020 to June 30, 2021.

**3.2.3 Retirements and Disposals:**

An asset is derecognized upon disposal or when no future economic benefits are expected from its use and subsequent disposal. Gains or losses arising from the retirement or disposal of an asset is determined as the difference between the net disposal proceeds and the carrying amount of the asset and is recognized as gain or loss from disposal of asset under other income in the statement of comprehensive income.

**3.3 Impairment of Assets:**

At each Balance Sheet date, the Company reviews the carrying amounts of its assets to determine whether there is any indication of impairment In accordance with IAS-36; "Impairment of Assets" During the year there was no indication of impairment of assets; as such no adjustment was given in the financial statements for impairment

**3.4 Intellectual Property:**

**Recognition:**

The intellectual property of the company comprises of varieties of integrated business Software, which are developed in order to be sold on the normal course of business. These intellectual properties are and the cost of the properties can be measured reliably. Cost comprises of-  
 -Cost of development of software.  
 -Directly attributable cost of developing the assets for its intended use.

**Amortization:**

The intellectual properties are amortized on a reducing balance basis using the following Rates:

Name of the Assets	Rate	Depreciations
Software	20%	Tk. 32,937



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**3.5 SHAREHOLDING:**

**3.5.1 Ordinary Share:**

The authorized share capital of the company is Tk. 15,000,000/- (Fifteen core) consisting of 1,50,000 (One Lac Fifty Thousand ) Ordinary Shares @ Tk. 100/- each

The present paid up capital of the Company is Tk 15,000,000/- (Fifteen Lac) which is divided into 1,50,000 (One Lac Fifty Thousand) Ordinary Shares @TK. 100/- each fully paid up in cash.

**3.5.2 Name of the Directors and Their Shareholding:**

Name of Directors	No. Of Share	Face Value	Total
A.K SabbirMahbub	89,000	100/-	89,00,000/-
M. SharifulAnam	4,500	100/-	4,50,000/-
Syed Abu Md. Jafor	37,500	100/-	37,50,000/-
Ms. Masrifa Ahmed	19,000	100/-	1,900,000/-

**3.5.3 Preference Share:**

The company has allotted the preference share in the name of following shareholders dated as 26/ December/2018

Name of Directors	No. of Share	Face Value	Total
NurulHai (Nominee of SEAF Bangladesh Venture Ltd.)	18,529	1,000	18,529,000
AsifMahmood (Nominee of SEAF Bangladesh Venture LLC.)	58,072	1,000	58,072,000

**3.6 Inventories:**

Inventories are assets held for sale in the ordinary course of business, in the process of production for such sale or in the form of materials or supplies to be consumed in the production process. Inventories are stated at the lower of cost or net realizable value in compliance to the requirements of Para 21 and 25 of IAS-2. Net realizable value represents the estimated selling price for the inventories less all estimated cost of completion and cost necessary to make the sale.

**3.7 Advances, Deposits and Prepayments:**

Advances are initially measured at cost. After initial recognition advances are carried at Cost less deductions or adjustments. Deposits are measured at payment value. Prepayments are initially measured at cost. After initial recognition prepayments are carried at cost less charges to statement of profit of loss and other comprehensive Incomes



**3.8 Cash & Cash Equivalents:**

For the Financial Position and Statement of Cash Flows, Cash in hand and Bank balance represent cash and cash equivalents considering the IAS-1 "Presentation of Financial Statement" and IAS-7 "Cash that Cash and Cash equivalent are readily convertible to know amount of Cash and are subject to an insignificant risk of changes in value and are not restricted to use.

**3.9 Financial Liability:**

The Company initially recognized debt securities issued and subordinated liabilities and the date that they are originated. All other financial leases obligations, loans and borrowings, account payables and other payables.

**3.10 Statement of Cash Flows:**

Statement of Cash Flows is prepared principally in accordance with IAS-7 "Statement of Cash Flows" and the cash flow from the operating activities have been presented under direct method.

**3.11 Provisions:**

A provision is recognized on the balance sheet date if, as a result of past events, the Company has a present legal or constructive obligation that can be estimated reliably, and it is probable that an outflow of economic benefits will be required to settle the obligation.

**3.12 Revenue Recognition:**

The revenue for the year under report was recognized upon issue of the sales invoice. In determining revenue the company considers circumstances, which satisfy all the condition for the revenue recognition as provided in IFRS- 15 "Revenue Recognition".

**3.13 Other Income:**

Other income includes interest income on FDR. It is recognized as income as and when accrued.

**3.14 Finance Expenses:**

Financial expense comprises interest expense on term loan, overdraft, and bank charge. All financial expenses are recognized in the statement of Profit or Loss and Other comprehensive income.



**3.15 Income Tax:**

Income tax expense comprised of current tax. Income tax expense is recognized in the Statement of Profit or Loss and Other Comprehensive Income and is accounted for in accordance with the requirement of IAS 12: "Income Taxes".

**3.16 Current Tax:**

Current tax is the expected tax payable on the taxable income for the period/year and any adjustment to tax payable in respect of previous years as per the Provisions of Income Tax Ordinance, 1984 and duly amended by the Finance Act from time to time.

**3.17 Sources of Information:**

During our course of preparation and presentation of the Financial Statements it has been considered the relevant financial documents and collected information throughout the accounting year ended 30 June 2020 after overlooking of the head of accounts.

**3.18 Events after the Reporting Period:**

As per IAS-10 "Event after the Reporting Period" are those event favorable and unfavorable that occurred between the end of the reporting period and the date when the financial Statements are authorized for the issue. There were no material events that occurred after the reporting period which could affect the values in Financial Statements.

**3.19 Fair Values:**

The fair value is the amount for which an asset could be exchanged, or a liability settled between knowledgeable, willing parties in an arm's length transaction. The fair value of trade and other short-term receivables are taken to approximate their carrying value. The fair value of financial assets and inabilities approximate their carrying value.

**3.20 Revenue:**

The company decided to recognize revenue to depict the transfer of promise goods or service to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange of those goods and services. As per IFRS-15 Revenue from Contracts with Customers an entity shall account a contract with a customer under the scope of this standard subject to the following criteria has been meet:

- (i) The parties to the contract have approve the contract and committed to perform their respective obligation;
- (ii) The entity can identify each party's rights regarding the goods or services to be transferred;



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- (iii) Identification of payment terms for goods and services;
- (iv) Existence of commercial substance;
- (v) Probability of collection of the consideration to which the entity is entitled with (for the exchange of goods or services).

**3.21 Related Party Transactions:**

The company carried out a number of transactions with related parties in the normal course of business and on arms' length basis. The information as required by IAS-24 Related Party Disclosures has been disclosed separately where appropriate.

**3.22 Responsibility for Preparation and Presentation of Financial Statements:**

The Board of directors is responsible for the preparation and presentation of financial Statements under section 183 of companies Act 1994 and per the provision of the Framework for the preparation and presentation of financial statements issued by the International Accounting Standers Board (IASB). Accordingly the management has fulfilled the above provision.



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Amount in BDT	
30th June, 2021	30th June, 2020

**04 FIXED DEPOSIT RECEIPT (FDR)**

City Bank FDR # 4851182723001

TK.	-	1,623,949
		1,623,949
		<b>1,623,949</b>

**05 ADVANCE, DEPOSIT & PREPAYMENTS:**

Office Rent  
Advance & Prepayments  
Advance Income Tax  
Security Deposit & Others  
Working Advance

05.1

TK.	<b>75,438,415</b>	<b>57,650,759</b>
	4,240,050	4,240,050
	46,536,509	29,863,351
	807,585	9,993,718
	23,353,303	13,352,673
	500,967	200,967
	<b>75,438,415</b>	<b>57,650,759</b>

**05.1 Advance Income Tax:**

Opening Balance  
Add: Current year addition  
Less: Adjustment During the year

TK.	<b>807,585</b>	<b>9,993,718</b>
	9,993,718	8,846,518
	687,586	1,147,200
	(9,873,718)	-

**Current year addition:**

AIT against Import  
TDS against Sales  
TDS against Interest

<b>687,586</b>	<b>1,147,200</b>
34,941	500,320
637,093	630,786
15,551	16,094

**06 ACCOUNTS RECEIVABLE:**

**76,070,080**

**69,803,293**

**07 CASH AND CASH EQUIVALENTS:**

Cash in Hand  
Cash at Bank

07.1

TK.	<b>11,264,896</b>	<b>35,054,666</b>
	10,942,130	34,447,585
	322,766	607,081
	<b>11,264,896</b>	<b>35,054,666</b>

**07.1 Cash at Bank :**

NCC Bank CD A/C - 0012-0210016085  
City Bank CD A/C - 1401182723001  
Meghna Bank CD A/C - 111811100000134  
UCBL CD A/C - 0442101000004864  
DBBL CD A/C - 1071100028575  
Prime Bank CD A/C - 2132119022090

<b>322,766</b>	<b>607,081</b>
6,236	0.32
267,210	464,426
36,397	37,317
2,626	12,262
2,817	5,051
7,480	88,025



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**08 ORDINARY SHARE CAPITAL:**

**A. AUTHORISED CAPITAL:**

20,00,000 Ordinary Shares of Tk. 100/- each

TK.	15,000,000	15,000,000
-----	------------	------------

200,000,000	200,000,000
-------------	-------------

200,000,000	200,000,000
-------------	-------------

**B. ISSUED, SUBSCRIBED & PAID UP**

**CAPITAL-ORDINARY SHARE**

150,000 Ordinary Shares of TK. 100/-  
each fully paid up

15,000,000	15,000,000
------------	------------

15,000,000	15,000,000
------------	------------

**09 PREFERENCE SHARE CAPITAL:**

**A. AUTHORISED CAPITAL:**

1,50,000 RCCP Shares of Tk. 1,000/- each

76,601,000	76,601,000
------------	------------

150,000,000	150,000,000
-------------	-------------

150,000,000	150,000,000
-------------	-------------

**B. ISSUED, SUBSCRIBED & PAID UP**

**CAPITAL-PREFERRED SHARE (RCCPS)**

76,601 Preferred Shares of TK. 1,000/-  
each fully paid up

76,601,000	76,601,000
------------	------------

76,601,000	76,601,000
------------	------------

**10 RETAINED EARNINGS:**

Last Year Balance

Add: Current Year Profit after Tax

Less: Adjustment during the Year

TK.	85,011,512	83,488,190
-----	------------	------------

83,488,190	83,931,989
------------	------------

1,523,323	(443,799)
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-	-
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85,011,512	83,488,190
------------	------------

**11 LOAN FROM BANK:**

Prime Bank Term Financing

Term Loan UCBL SME 200340001

City Bank SOD A/C No 6341182723001

Prime Bank OD a/c-2132762022156

TK.	7,342,351	14,695,287
-----	-----------	------------

1,964,190	2,508,750
-----------	-----------

5,346,551	8,204,569
-----------	-----------

-	1,475,718
---	-----------

31,611	2,506,250
--------	-----------

7,342,351	14,695,287
-----------	------------

**12 LIABILITIES FOR EXPENSES:**

Salary

Utility Expenses

Office Rent

Audit Fee

TK.	1,791,470	2,104,167
-----	-----------	-----------

1,389,350	1,572,252
-----------	-----------

82,500	112,295
--------	---------

285,120	385,120
---------	---------

34,500	34,500
--------	--------

1,791,470	2,104,167
-----------	-----------

**13 INCOME FROM SCANNER SALES:**

Sales

TK.	7,244,265	18,952,777
-----	-----------	------------

7,244,265	18,952,777
-----------	------------

7,244,265	18,952,777
-----------	------------



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**14 INCOME FROM SOFTWARE DEVELOPMENT & ITES:**

Sales

TK.	<b>71,462,987</b>	<b>77,153,122</b>
	71,462,987	77,153,122
	<b>71,462,987</b>	<b>77,153,122</b>

**15 INTEREST INCOME:**

Interest on FDR

TK.	<b>106,799</b>	<b>107,292</b>
	106,799	107,292
	<b>106,799</b>	<b>107,292</b>

**16 COST OF SALES:**

Opening Stock  
Add: Import (Purchase)

Less: Closing Stock

Add: Direct Expense

TK.	<b>4,231,519</b>	<b>11,761,004</b>
	14,647,052	13,522,055
	810,551	10,889,698
	<b>15,457,602</b>	<b>24,411,753</b>
	11,593,202	14,647,052
	<b>3,864,401</b>	<b>9,764,701</b>
	367,118	1,996,303
	<b>4,231,519</b>	<b>11,761,004</b>

**17 TOTAL TURNOVER:**

Income from Scanner Sales (Note: 13)  
Income from Software Development & ITES (Note: 14)

TK.	<b>78,707,252</b>	<b>96,105,899</b>
	7,244,265	18,952,777
	71,462,987	77,153,122
	<b>78,707,252</b>	<b>96,105,899</b>

**18 UTILITY EXPENSES:**

Electricity Bill  
WASA Bill  
Generator Bill  
Office Beautification  
Service Charge

TK.	<b>766,019</b>	<b>1,175,152</b>
	335,422	489,336
	66,629	53,721
	-	45,980
	-	75,300
	363,968	510,815
	<b>766,019</b>	<b>1,175,152</b>

**19 PROVISION FOR INCOME TAX:**

- (i) Minimum Tax deducted at Import Stage  
[U/S 53, Rules 17(A)]
- (ii) Minimum tax deducted at source  
from supplier stage  
[U/S 52, Rules 16]
- (iii) Interest (106,799 x 30%)

TK.	<b>704,074</b>	<b>1,165,976</b>
	34,941	500,320
	637,093	630,786
	32,040	34,870
	<b>704,074</b>	<b>1,165,976</b>



**DEVNET LIMITED**  
**SCHEDULE OF PROPERTY, PLANT AND EQUIPMENT**  
**AS AT 30<sup>TH</sup> JUNE, 2021**

Annexure - A

SL. No.	PARTICULARS	AS AT 1 <sup>ST</sup> JULY, 2020	COST ADDITION	AS AT 30 <sup>TH</sup> JUNE, 2021	RATE %	AS AT 1 <sup>ST</sup> JULY, 2020	DEPRECIATION FOR THE YEAR	AS AT 30 <sup>TH</sup> JUNE, 2021	WRITTEN DOWN VALUE AS AT 30 <sup>TH</sup> JUNE, 2021
1	Computer & Accessories	33,870,794	-	33,870,794	15%	27,536,473	950,148	28,486,621	5,384,173
2	Scanner	9,606,504	-	9,606,504	20%	7,950,720	331,156	8,281,876	1,324,628
3	Software	2,290,483	-	2,290,483	20%	2,125,797	32,937	2,158,734	131,749
4	Furniture & Fixture	2,951,645	-	2,951,645	10%	1,974,272	97,737	2,072,009	879,636
5	Motor Vehicles	1,490,000	-	1,490,000	20%	1,240,018	49,996	1,290,014	199,986
6	Electric Equipment	3,292,279	-	3,292,279	15%	2,526,804	114,821	2,641,625	650,654
7	Office Equipment	7,540,339	-	7,540,339	15%	3,763,389	566,542	4,329,931	3,210,408
8	Renovation	1,888,636	-	1,888,636	15%	1,570,306	47,749	1,618,055	270,581
	Total Tk.	62,930,680	-	62,930,680		48,687,779	2,191,086	50,878,865	12,051,815

Allocation of Depreciation: (Sales Ratio)

Trading Division  
Software Service & Development Division

65,733  
2,125,353  
Tk. 2,191,086



**DEVNET LIMITED**  
**SCHEDULE OF PROPERTY, PLANT AND EQUIPMENT**  
**AS AT 30<sup>TH</sup> JUNE, 2020**

Annexure - A

SL. No.	PARTICULARS	COST		RATE AS AT 30 <sup>TH</sup> JUNE, 2020	% AS AT 1 <sup>ST</sup> JULY, 2019	DEPRECIATION FOR THE YEAR AS AT 1 <sup>ST</sup> JULY, 2019	AS AT 30 <sup>TH</sup> JUNE, 2020	WRITTEN DOWN VALUE AS AT 30 <sup>TH</sup> JUNE, 2020
		AS AT 1 <sup>ST</sup> JULY, 2019	ADDITION					
1	Computer & Accessories	33,655,999	214,795	33,870,794	15%	26,418,652	1,117,821	27,556,473
2	Scanner	9,606,504	-	9,606,504	20%	7,536,775	413,945	7,950,720
3	Software	2,290,483	-	2,290,483	20%	2,084,626	41,171	2,125,797
4	Furniture & Fixture	2,893,037	58,608	2,951,645	10%	1,865,675	108,597	1,974,272
5	Motor Vehicles	1,490,000	-	1,490,000	20%	1,177,523	62,495	1,240,018
6	Electric Equipment	3,292,279	-	3,292,279	15%	2,391,721	135,083	2,526,804
7	Office Equipment	7,027,739	512,600	7,540,339	15%	3,096,869	666,520	3,763,389
8	Renovation	1,888,636	-	1,888,636	15%	1,514,131	56,175	1,570,306
	Total Tk.	62,144,677	786,003	62,930,680		46,085,972	2,601,807	48,637,779
								14,242,901

**Allocation of Depreciation: (Sales Ratio)**

Trading Division	388,713
Software Service & Development Division	2,213,094
<b>Tk.</b>	<b><u>2,601,807</u></b>

**INDEPENDENT AUDITOR'S REPORT**

**DEVNET LIMITED**

**FOR THE YEAR ENDED 30TH JUNE, 2020**

**MANAGING PARTNER:**  
 MD. ASHRAF UDDIN AHMED  
 LLB, CFC, FCA

**PARTNERS:**  
 ENAMUL KABIR, FCA  
 MD. MOHIUDDIN AHMED, FCA, CFC

**Corporate Address:** 142/B, Green Road (3<sup>rd</sup> & 4<sup>th</sup> Floor)  
 Dhaka-1215, Bangladesh.  
**Registered Address:** Rahman Chamber (5<sup>th</sup> Floor)  
 12-13, Motijheel Commercial Area, Dhaka, Bangladesh.

### **INDEPENDENT AUDITOR'S REPORT TO THE SHAREHOLDERS**

#### **Opinion**

We have audited the accompanying financial statements of **DEVNET LIMITED** ('the company) which comprise the Statement of Financial Position as on 30<sup>th</sup> June, 2020 and Statement of Consolidated Profit or Loss and Other Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows and a summary of significant accounting policies and other Explanatory Notes to the Financial Statements.

In our opinion, the financial statements prepared in accordance with International Accounting Standards (IAS) and International Financial Reporting Standards (IFRS) give a true and fair view of the financial position of **DEVNET LIMITED** as of 30<sup>th</sup> June, 2020 and results of its financial performance and its cash flows for the year then ended & comply with the Companies Act 1994, & other applicable laws & regulations.

#### **Basis for Opinion**

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Company in accordance with the ethical requirements that are relevant to our audit of the financial statements in Bangladesh, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation of financial statements that give a true and fair view in accordance with IFRSs, and for such internal control as management determines is necessary to enable the preparation of (consolidated) financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the (consolidated) financial statements, management is responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Company's financial reporting process.

#### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
  - Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
  - Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
  - Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.
  - Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

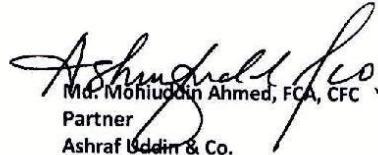
#### **Report on Other Legal and Regulatory Requirements**

In accordance with the Companies Act 1994, we also report the following:

- a) We have obtained all the information and explanation which to the best of our knowledge and belief were necessary for the purpose of our audit and made due verification thereof;
- b) in our opinion, proper books of account as required by law have been kept by the Company so far as it appeared from our examination of those books; and
- c) The statement of financial position and statement of profit or loss and other comprehensive income dealt with by the report are in agreement with the books of accounts.
- d) The expenditure were incurred for the purpose of the company's business.

Place: Dhaka

Date: 13 NOV 2020

  
 Md. Mohiuddin Ahmed, FCA, CFC  
 Partner  
 Ashraf Uddin & Co.  
 Chartered Accountants



**ASHRAF UDDIN & CO.**  
Chartered Accountants

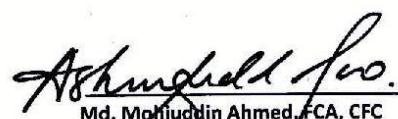
**DEVNET LIMITED**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30<sup>TH</sup> JUNE, 2020**

PARTICULARS	NOTES	Amount in BDT	
		30th June, 2020	30th June, 2019
<b>PROPERTY AND ASSETS</b>			
<b>NON - CURRENT ASSETS :</b>			
Property, Plants & Equipment	Annex.- A	14,242,901	16,058,705
Preliminary Expenses		1,655,949	1,564,751
Fixed Deposit Receipt (FDR)	04	32,000	32,000
		1,623,949	1,532,751
<b>CURRENT ASSETS:</b>			
Advance deposit & Prepayments	05	57,650,759	48,430,003
Accounts Receivable	06	69,803,293	68,795,993
Closing Stock	16	14,647,052	13,522,055
Cash and Cash Equivalent	07	35,054,666	31,635,579
<b>TOTAL ASSETS:</b>		<b>193,054,620</b>	<b>180,007,085</b>
<b>SHAREHOLDER'S EQUITY AND LIABILITIES</b>			
<b>SHAREHOLDER'S EQUITY</b>			
Ordinary Share Capital	08	15,000,000	15,000,000
Preference Share Capital (RCCPS)	09	76,601,000	76,601,000
Retained Earnings	10	83,488,190	83,931,989
<b>LONG-TERM LOAN:</b>			
Loan from Bank	11	14,695,287	1,398,957
<b>CURRENT LIABILITIES:</b>			
Liabilities for Expenses	12	2,104,167	2,958,467
Provision for Income Tax	19	1,165,976	116,672
<b>TOTAL LIABILITIES:</b>		<b>193,054,620</b>	<b>180,007,085</b>

Director

Managing Director

Dhaka  
Date:30/11/2020

  
Md. Mofhiuddin Ahmed, FCA, CFC  
Partner  
Ashraf Uddin & Co.  
Chartered Accountants



**ASHRAF UDDIN & CO.**  
Chartered Accountants

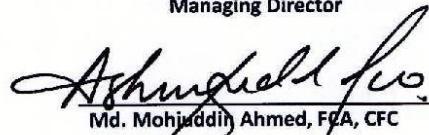
**DEVNET LIMITED**  
**STATEMENT OF CONSOLIDATED PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2020**

PARTICULARS	NOTES	Amount in BDT	
		1st July, 2019 To 30th June, 2020	1st July, 2018 To 30th June, 2019
Net Profit/Loss From Trading Division		(7,680,405)	(7,676,178)
Net Profit/Loss From Software Development & ITES		8,402,583	12,164,690
<b>Consolidated Profit/Loss Before Tax</b>		<b>722,177</b>	<b>4,488,512</b>
Less: Tax Expenses	19	1,165,976	116,672
<b>Consolidated Profit/Loss After Tax</b>		<b>(443,798)</b>	<b>4,371,840</b>

Director

Dhaka  
Date:30/11/2020

Managing Director

  
Md. Mohiuddin Ahmed, FCA, CFC  
Partner  
Ashraf Uddin & Co.  
Chartered Accountants



**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
**(SOFTWARE DEVELOPMENT & ITES)**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2020**

PARTICULARS	NOTE	Amount in BDT	
		1st July, 2019 To 30th June, 2020	1st July, 2018 To 30th June, 2019
Income From Software Development & ITES	14	77,153,122	110,709,857
<b>Less: Administrative Expenses:</b>		<b>68,750,539</b>	<b>98,545,167</b>
Salary & Wages		51,460,475	73,295,205
Bonus		5,523,657	8,813,357
Office Rent		4,159,296	3,956,580
Telephone, Mobile & Fax		653,852	423,123
Internet & Modem Expenses		142,778	178,585
Utility Expenses	18	999,583	1,176,838
Papers & Periodicals		463,240	451,941
Conveyance		641,968	570,638
Audit Fee		34,500	38,500
Fuel Expenses		96,343	1,206,188
Entertainment		83,560	85,703
Consumable Expenses		95,360	1,063,674
Food Expenses		95,759	902,897
Business Development Exp.		398,417	354,148
Fees & Renewal		161,798	165,946
Stationery		40,411	41,447
Printing Expenses		29,452	30,207
Fair & Exhibition		15,685	16,087
Water Expenses (Drinking)		252,434	224,386
Car Expenses		11,122	11,407
Courier Bill		98,417	100,940
Bank Interest, Charges & Commission		1,042,942	2,884,787
Repair & Maintenance		36,397	37,330.47
Depreciation		2,213,094	2,515,252
<b>Net Profit</b>	<b>Tk.</b>	<b>8,402,583</b>	<b>12,164,690</b>

Dhaka  
Date: 30/11/2020

Managing Director



**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
**(TRADING DIVISION)**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2020**

<b>PARTICULARS</b>	<b>NOTE</b>	<b>Amount in BDT</b>	
		<b>1st July, 2019 To 30th June, 2020</b>	<b>1st July, 2018 To 30th June, 2019</b>
Gross Profit		7,191,772	7,421,733
<b>Less: Administrative Expenses:</b>		<b>14,979,469</b>	<b>15,364,749</b>
Salary & Wages		10,644,353	9,835,662
Bonus		1,292,228	1,327,237
Office Rent		462,144	439,620
Telephone, Mobile & Fax		99,048	51,154
Internet & Modem Expenses		24,032	21,165
Utility Expenses	18	175,569	206,702
Papers & Periodicals		114,578	112,984
Conveyance		628,898	517,611
Fuel Expenses		72,864	208,119
Entertainment		24,604	24,240
Consumable Expenses		117,321	115,587
Food Expenses		94,041	191,174
Business Development Exp.		366,436	1,149,198
Fees & Renewal		46,065	45,384
Stationery		29,816	29,375
Printing Expenses		9,293	9,156
Fair & Exhibition		19,799	19,507
Water Expenses (Drinking)		69,917	68,884
Car Expenses		2,243	2,210
Courier Bill		17,597	17,337
Bank Interest, Charges & Commission		256,200	506,690
Repair & Maintenance		23,611	23,970
Depreciation		388,713	441,784
<b>Trading Division Profit</b>		<b>(7,787,697)</b>	<b>(7,943,016)</b>
Add: Interest Income	15	107,292	266,838
<b>Net Profit</b>	Tk.	<b><u>(7,680,405)</u></b>	<b><u>(7,676,178)</u></b>

Dhaka  
Date: 30/11/2020

Managing Director



**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED  
TRADING ACCOUNT  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2020**

PARTICULARS	NOTES	Amount in BDT	
		1st July,2019 To 30th June,2020	1st July,2018 To 30th June,2019
Income From Scanner Sales	13	18,952,777	19,445,310
Less: Cost of Sales	16	11,761,004	12,023,576
<b>Gross Profit</b>		<b><u>7,191,772</u></b>	<b><u>7,421,733</u></b>

Dhaka  
Date:30/11/2020

Managing Director



**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2020**

PARTICULARS	SHARE CAPITAL	PREFERENCE SHARE	RETAINED EARNINGS	TOTAL
<b>Balance as at July 1, 2019</b>	<b>15,000,000</b>	<b>76,601,000</b>	<b>83,931,989</b>	<b>175,532,989</b>
Addition during the year		-		-
Adjustment during the year		-	-	-
Profit/Loss for the year		-	(443,798)	(443,798)
<b>Balance as at June 30, 2020</b>	<b>15,000,000</b>	<b>76,601,000</b>	<b>83,488,190</b>	<b>175,089,190</b>
<b>Balance as at July 1, 2018</b>	<b>15,000,000</b>	<b>-</b>	<b>79,560,149</b>	<b>94,560,149</b>
Addition during the year		76,601,000	-	76,601,000
Adjustment during the year		-	-	-
Profit/Loss for the year		-	4,371,840	4,371,840
<b>Balance as at June 30, 2019</b>	<b>15,000,000</b>	<b>76,601,000</b>	<b>83,931,989</b>	<b>175,532,989</b>

Dhaka  
Date:30/11/2020

Managing Director



**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2020**

PARTICULARS	Amount in BDT	
	1st July, 2019 To 30th June, 2020	1st July, 2018 To 30th June, 2019
<b>Net Profit/( Loss) After Tax for the year</b>	(443,798)	4,371,840
Depreciation	2,601,807	2,957,036
	<b>2,158,009</b>	<b>7,328,876</b>
<b>Cash Flows from operating activities:</b>		
Increase/(Decrease) in Loan From IDLC Finance Ltd.	-	(6,645,685)
Increase/(Decrease) in Loan from Seaf Bangladesh Ventures Ltd.	-	(15,635,579)
Increase/(Decrease) in Bank Loan	13,287,580	264,066
Increase/(Decrease) in Liabilities Expenses	(854,300)	(4,340,004)
Increase/(Decrease) in Provision for Tax	1,049,304	2,097
(Increase)/Decrease in Advance deposit & Prepayments	(8,064,807)	(14,370,256)
(Increase)/Decrease in Advance Income Tax	(1,147,200)	(605,965)
(Increase)/Decrease in Accounts Receivable	(1,007,300)	(20,401,546)
(Increase)/Decrease in Closing Stock	(1,124,997)	(1,927,633)
<b>Net cash provided by operating activities</b>	<b>4,296,289</b>	<b>(56,331,629)</b>
<b>Cash Flows from Investing activities:</b>		
Purchase of Property, Plant and equipments	(786,003)	(3,650,261)
<b>Net cash used by investing activities</b>	<b>(786,003)</b>	<b>(3,650,261)</b>
<b>Cash Flows from Financing activities:</b>		
Increase/Decrease in Share Equity	-	76,601,000
Increase/Decrease in Share in Transit	-	7,350,000
Increase/Decrease in Fixed Deposit	(91,198)	1,521,889
<b>Net cash used by financing activities</b>	<b>(91,198)</b>	<b>85,472,889</b>
<b>Net cash increasae in cash and cash equivalents</b>	<b>3,419,088</b>	<b>25,490,998</b>
Cash and cash equivalents at 1 <sup>st</sup> July, 2019	31,635,578	6,144,579
<b>Cash and cash equivalents at 30<sup>th</sup> June, 2020</b>	<b>35,054,666</b>	<b>31,635,578</b>

Dhaka  
Date:30/11/2020



Managing Director

**DEVNET LIMITED**  
**SCHEDULE OF PROPERTY, PLANT AND EQUIPMENTS**  
**AS AT 30<sup>TH</sup> JUNE, 2020**

Annexure - A

Sl. No.	PARTICULARS	COST		RATE	DEPRECIATION		WRITTEN DOWN VALUE AS AT 30 <sup>TH</sup> JUNE, 2020
		AS AT 1 <sup>ST</sup> JULY, 2019	ADDITION		AS AT 30 <sup>TH</sup> JUNE, 2019	FOR THE YEAR	
1	Computer & Accessories	33,655,999	214,795	33,870,794 15%	26,418,652	1,117,821	27,536,473 6,334,321
2	Scanner	9,606,504	-	9,606,504 20%	7,536,775	413,945	7,950,720 1,635,784
3	Software	2,290,483	-	2,290,483 20%	2,084,626	41,171	2,125,797 164,686
4	Furniture & Fixture	2,893,037	58,608	2,951,645 10%	1,865,675	108,597	1,974,272 977,373
5	Motor Vehicles	1,490,000	-	1,490,000 20%	1,177,523	62,495	1,240,018 249,982
6	Electric Equipment	3,292,279	-	3,292,279 15%	2,391,721	135,083	2,526,804 765,475
7	Office Equipment	7,027,739	512,600	7,540,339 15%	3,096,869	666,520	3,763,389 3,776,950
8	Renovation	1,888,636	-	1,888,636 15%	1,514,131	56,175	1,570,306 318,330
	<b>Total Tk.</b>	<b>62,144,677</b>	<b>786,003</b>	<b>62,930,680</b>	<b>46,085,972</b>	<b>2,601,807</b>	<b>48,637,779</b> <b>14,242,901</b>

Allocation of Depreciation: (Sales Ratio)

Trading Division	388,713
Software Service & Development Division	2,213,094
<b>Tk.</b>	<b><u>2,601,807</u></b>



Annexure - A

**DEVNET LIMITED**  
**SCHEDULE OF PROPERTY, PLANT AND EQUIPMENTS**  
**AS AT 30<sup>TH</sup> JUNE, 2019**

Amount (Tk.)

SL. No.	PARTICULARS	COST AS AT 1 <sup>ST</sup> JULY, 2018	ADDITION	AS AT 30 <sup>TH</sup> JUNE, 2019	RATE %	AS AT 1 <sup>ST</sup> JULY, 2018	DEPRECIATION FOR THE YEAR	AS AT 30 <sup>TH</sup> JUNE, 2019	WRITTEN DOWN VALUE AS AT 30 <sup>TH</sup> JUNE, 2019
								AS AT 1 <sup>ST</sup> JULY, 2019	
1	Computer & Accessories	33,589,799	66,200	33,655,999	15%	25,141,474	1,277,178	26,418,652	7,237,347
2	Scanner	9,606,504	-	9,606,504	20%	7,019,343	517,432	7,536,775	2,069,729
3	Software	2,261,451	29,032	2,290,483	20%	2,033,162	51,464	2,084,626	205,857
4	Furniture & Fixture	2,746,517	146,520	2,893,037	10%	1,751,524	114,151	1,865,675	1,027,362
5	Motor Vehicles	1,490,000	-	1,490,000	20%	1,099,405	78,118	1,177,523	312,477
6	Electric Equipment	3,109,483	182,796	3,292,279	15%	2,232,799	158,922	2,391,721	900,558
7	Office Equipment	3,802,026	3,225,713	7,027,739	15%	2,403,187	693,682	3,096,869	3,930,871
8	Renovation	1,888,636	-	1,888,636	15%	1,448,042	66,089	1,514,131	374,505
	<b>Total Tk.</b>	<b>58,494,416</b>	<b>3,650,261</b>	<b>62,144,677</b>		<b>43,128,936</b>	<b>2,957,036</b>	<b>46,055,972</b>	<b>16,058,705</b>

**Allocation of Depreciation: (Sales Ratio)**

Trading Division  
Software Service & Development Division

441,784	
2,515,252	
<b>Tk. 2,957,036</b>	<b>_____</b>



**DEVNET LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 TH JUNE, 2020**

**1. INCORPORATION & BUSINESS ACTIVITIES**

**1.1 Reporting Entity:**

Devnet Limited was incorporated in Bangladesh as a Privet Limited Company on 25<sup>th</sup> July, 2000 under the Company Act 1994 Vide Registration No-C -40841(200)2000. The Principle place of Business and registered office of the Company is located at BDBL Bhaban, Level-09(East), 12 Kawran Bazar, Dhaka.

**1.2 NATURE OF THE BUSINESS:**

Devnet is the leading service provider dedicated in helping organizations seeking to drive efficiency by streamlining enterprise contents with process automation and management of documents, contents and records. By empowering consistent communication, our customers experience new cost efficiencies, faster and efficient work flows, enhanced revenue opportunities, rapid responses to change and advanced customer service and satisfaction. Our business philosophy is based on building long-term, collaborative relationships and consistently providing business value to our clients and driving opportunity for our employees. The Company is Carrying on their IT related Business such as software development, System analysis, networking, database management and so on.

**1.3 REPORTING PERIOD:**

The Financial Statements have been prepared covering year from 1st July, 2019to 30th June, 2020.

**2. BASIS OF PRPARATION OF FINANCIAL STATEMENTS AND SIGNIFICANT ACCOUNTING POLICIES:**

**2.1 Statement of Compliance with Laws:**

The financial statements have been prepared in accordance with the requirement of the Companies Act 1994 and other relevant local laws as applicable and in accordance with International Financial Reporting Standards (IFRSs) including International Accounting Standards (IASs) adopted by The Institute of Chartered Accountants of Bangladesh (ICAB) based on International Accounting Standards (IASs) and International Financial Reporting Standards (IFRSs).

**2.2 Measurement of the elements of financial Statements:**

These financial statements have been prepared under the historical cost convention applying accrual basis of accounting in accordance with International Financial Reporting Standards (IFRSs).



**2.3 Statement of Compliance of Accounting Standards:**

- The Financial Statements have been prepared and presented in accordance with the applicable International Accounting Standards (IASs) and International Financial Reporting Standards (IFRSs) adopted by the Institute of Chartered Accountants of Bangladesh( ICAB).

**2.4 Applicable of Accounting Standards:**

The following IASs and IFRSs are applicable for the Financial Statements of the Company for the year under review:

IASs:

- IAS 1: Presentation of Financial Statements;
- IAS 2: Inventories;
- IAS 7: Statement of Cash Flows;
- IAS 8: Accounting Policies, Changes in Accounting Estimates and Errors;
- IAS 10: Events after the Reporting Period;
- IAS 12: Income Taxes;
- IAS 16: Property, Plant and Equipment;
- IAS 21: The Effects of Changes in Foreign Exchange Rates;
- IAS 36: Impairment of Assets;
- IAS 37: Provision, Contingent Liabilities and Contingent Assets;
- IAS 38: Intangible Asset;

**2.5 Going Concern:**

- The Company has adequate resources to continue in operation for foreseeable future and hence, the financial statements have been prepared on going concern basis. As per management assessment there is no material uncertainties related to event or condition which may cast significant doubt upon the company's ability to continue as a going concern.

**2.6 Functional and Presentational Currency:**

The financial statements are presented in Bangladesh Taka (BDT/Tk.) except where indicated otherwise, which is both functional currency and presentation currency of the company. The figures of financial statements have been rounded off to the nearest BDT/TK.

**2.7 Foreign Currency Transaction:**

Foreign currencies were converted into taka at exchange rate prevailing on the date of transaction. All financial information presented has been rounded off to the nearest Taka except where indicated otherwise.



**2.8 Use of estimates and judgments:**

- The preparation of financial statements in conformity with International Financial Reporting Standards requires management to make estimates and assumptions that affect the application of accounting policies and the reported amount of assets, liabilities, income and expenses and disclosure requirements of contingent assets and liabilities during and at the date of financial statements. Actual results may differ from those estimates. Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions of accounting estimates are recognized in the period in which the estimate is revised and in any future periods affected as required by IAS 8: Accounting policies, Change in accounting estimates and errors. In particulars, significant areas of estimation uncertainty and critical judgments in applying accounting policies that have the most significant effect of the amounts recognized in the financial statements include depreciation, inventory valuation, accrued expenses and tax provision.

**2.9 Component of Financial Statement:**

The financial Statement of the company consists of the following components:

- (i) Statement of Financial Position as at 30<sup>th</sup> June, 2020.
- (ii) Statement of Consolidated Profit or Loss & Other Comprehensive Income for the year ended 30<sup>th</sup> June, 2020.
- (iii) Statement of changes in Equity for the year ended 30th June, 2020.
- (iv) Statement of Cash Flows for the year ended 30th June, 2020 and
- (v) Accounting Policies & Explanatory Notes to the Financial Statements.

**3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:**

**3.1 Accounting Convention and Basis:**

The financial Statement have been prepared in accordance with International Accounting Standards (IASs) , International Financial Reporting Standard (IFRSs), the companies Act, 1994 and other laws and regulations applicable for these financial statements.

**3.2 Property, Plant & Equipment:**

**3.2.1 Recognition and Measurement:**

Property, Plant & Equipment is stated at cost amount less accumulated depreciation in compliance with International Accounting Standard IAS-16: Property, Plant and Equipment. The cost of acquisition of an asset comprises purchase price and any direct attributable cost for bringing the asset to its working location for intended use. Depreciation has been charged on a reducing balance method to get the written down value.

**3.2.2 Depreciation:**

The depreciation is charged in reducing balance method. The company policy is to charge full year depreciation in the year of acquisition and nothing in the year of disposal. Depreciation is charged as expense in current year under administrative expense.



Name of the Assets	Rate	Depreciations
Computer Accessories	15%	Tk. 1,117,821
Scanner	20%	Tk. 4,13,945
Furniture & Fixture	10%	Tk. 1,08,597
Motor Vehicles	20%	Tk. 62,495
Electric Equipment	15%	Tk. 1,35,083
Office Equipment	15%	Tk. 6,66,520
Renovation	15%	Tk. 56,175
<b>Total</b>		<b>Tk.25,60,636</b>

**GENERAL:**

- (i) The figure has been rounded off to the nearest taka.
- (ii) The financial Statements have been prepared covering one year from July 01, 2019 to June 30, 2020.

**3.2.3 Retirements and disposals**

An asset is derecognized upon disposal or when no future economic benefits are expected from its use and subsequent disposal. Gains or losses arising from the retirement or disposal of an asset is determined as the difference between the net disposal proceeds and the carrying amount of the asset and is recognized as gain or loss from disposal of asset under other income in the statement of comprehensive income.

**3.3 Impairment of Assets:**

At each Balance Sheet date, the Company reviews the carrying amounts of its assets to determine whether there is any indication of impairment in accordance with IAS-36, "Impairment of Assets". During the year there was no indication of impairment of assets; as such no adjustment was given in the financial statements for impairment.

**3.04 Intellectual property:**

**Recognition**

The intellectual property of the company comprises of varieties of integrated business Software, which are developed in order to be sold on the normal course of business. These intellectual properties are and the cost of the properties can be measured reliably. Cost comprises of-

- Cost of development of software.
- Directly attributable cost of developing the assets for its intended use.

**Amortization**

The intellectual properties are amortized on a reducing balance basis using the following Rates:

Name of the Assets	Rate	Depreciations
Software	20%	Tk. 41,171



**3.5 SHARE HOLDING:**

**3.5.1 Ordinary Share:**

The authorized share capital of the company is Tk. 15,000,000/- (Fifteen core) consisting of 1,50,000 (One Lac Fifty Thousand ) Ordinary Shares @ Tk. 100/- each

The present paid up capital of the Company is Tk 15,000,000/- (Fifteen Lac) which is divided into 1,50,000 (One Lac Fifty Thousand) Ordinary Shares @TK. 100/- each fully paid up in cash.

**3.5.2 NAME OF THE DIRECTORS AND THEIR SHAREHOLDING:**

Name of Directors	No. Of Share	Face Value	Total
A.K SabbirMahbub	89,000	100/-	89,00,000/-
M. SharifulAnam	4,500	100/-	4,50,000/-
Syed Abu Md. Jafor	37,500	100/-	37,50,000/-
Ms. Masrina Ahmed	19,000	100/-	1,900,000/-

**3.5.3 Preference Share:**

The company has allotted the preference share in the name of following shareholders dated as 26/ December/2018

Name of Directors	No. of Share	Face Value	Total
NurulHai (Nominee of SEAF Bangladesh Venture Ltd.)	18,529	1,000	18,529,000
AsifMahmood (Nominee of SEAF Bangladesh Venture LLC.)	58,072	1,000	58,072,000

**3.6 Inventories:**

Inventories are assets held for sale in the ordinary course of business, in the process of production for such sale or in the form of materials or supplies to be consumed in the production process. Inventories are stated at the lower of cost or net realizable value in compliance to the requirements of Para 21 and 25 of IAS-2. Net realizable value represents the estimated selling price for the inventories less all estimated cost of completion and cost necessary to make the sale.



**3.7 Advances, Deposits and prepayments:**

- Advances are initially measured at cost. After initial recognition advances are carried at Cost less deductions or adjustments. Deposits are measured at payment value. Prepayments are initially measured at cost. After initial recognition prepayments are carried at cost less charges to statement of profit of loss and other comprehensive Incomes

**3.8 Cash & Cash Equivalents:**

For the Financial Position and Statement of Cash Flows, Cash in hand and Bank balance represent cash and cash equivalents considering the IAS-1 "Presentation of Financial Statement" and IAS-7 "Cash that Cash and Cash equivalent are readily convertible to know amount of Cash and are subject to an insignificant risk of changes in value and are not restricted to use.

**3.9 Financial Liability:**

The Company initially recognized debt securities issued and subordinated liabilities and the date that they are originated. All other financial leases obligations, loans and borrowings, account payables and other payables.

**3.10 Statement of Cash Flows:**

Statement of Cash Flows is prepared principally in accordance with IAS-7 "Statement of Cash Flows" and the cash flow from the operating activities have been presented under direct method.

**3.11 Provisions:**

A provision is recognized on the balance sheet date if, as a result of past events, the Company has a present legal or constructive obligation that can be estimated reliably, and it is probable that an outflow of economic benefits will be required to settle the obligation.

**3.12 Revenue Recognition:**

The revenue for the year under report was recognized upon issue of the sales invoice. In determining revenue the company considers circumstances, which satisfy all the condition for the revenue recognition as provided in IFRS- 15 "Revenue Recognition".

**3.13 Other Income**

Other income includes interest income on FDR. It is recognized as income as and when accrued.



**3.14 Finance Expenses:**

Financial expense comprises interest expense on term loan, overdraft, and bank charge. All financial expenses are recognized in the statement of Profit or Loss and Other comprehensive income.

**3.15 Income Tax:**

Income tax expense comprised of current tax. Income tax expense is recognized in the Statement of Profit or Loss and Other Comprehensive Income and is accounted for in accordance with the requirement of IAS 12: "Income Taxes".

**3.15.1 Current Tax:**

Current tax is the expected tax payable on the taxable income for the period/year and any adjustment to tax payable in respect of previous years as per the Provisions of Income Tax Ordinance, 1984 and duly amended by the Finance Act from time to time.

**3.16 Sources of Information:**

During our course of preparation and presentation of the Financial Statements it has been considered the relevant financial documents and collected information throughout the accounting year ended 30 June 2020 after overlooking of the head of accounts.

**3.17 Events after the Reporting Period:**

As per IAS-10 "Event after the Reporting Period" are those event favorable and unfavorable that occurred between the end of the reporting period and the date when the financial Statements are authorized for the issue. There were no material events that occurred after the reporting period which could affect the values in Financial Statements.

**3.18 Fair values:**

The fair value is the amount for which an asset could be exchanged, or a liability settled between knowledgeable, willing parties in an arm's length transaction. The fair value of trade and other short-term receivables are taken to approximate their carrying value. The fair value of financial assets and inabilities approximate their carrying value.



**3.19 REVENUE:**

- The company decided to recognize revenue to depict the transfer of promise goods or service to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange of those goods and services. As per IFRS-15 Revenue from Contracts with Customers an entity shall account a contract with a customer under the scope of this standard subject to the following criteria has been meet:
  - (i) The parties to the contract have approve the contract and committed to perform their respective obligation;
  - (ii) The entity can identify each party's rights regarding the goods or services to be transferred;
  - (iii) Identification of payment terms for goods and services;
  - (iv) Existence of commercial substance;
  - (v) Probability of collection of the consideration to which the entity is entitled with (for the exchange of goods or services).

**3.20 Related Party Transactions :**

The company carried out a number of transactions with related parties in the normal course of business and on arms' length basis. The information as required by IAS-24 Related Party Disclosures has been disclosed separately where appropriate.

**3.21 Responsibility for preparation and presentation of Financial Statements:**

The Board of directors is responsible for the preparation and presentation of financial Statements under section 183 of companies Act 1994 and per the provision of the Framework for the preparation and presentation of financial statements issued by the International Accounting Standers Board (IASB). Accordingly the management has fulfilled the above provision.



**ASHRAF UDDIN & CO.**  
Chartered Accountants

Amount in BDT		
	30th June, 2020	30th June, 2019
<b>04 FIXED DEPOSIT RECEIPT (FDR)</b>	TK. <u>1,623,949</u>	<u>1,532,751</u>
City Bank FDR # 4851182723001	1,623,949	1,532,751
	<u>1,623,949</u>	<u>1,532,751</u>
<b>05 ADVANCE, DEPOSIT &amp; PREPAYMENTS:</b>	TK. <u>57,650,759</u>	<u>48,430,003</u>
Office Rent	4,240,050	4,240,050
Advance salary to Employees	-	1,878,320
Advance & Prepayments	29,863,351	-
Advance Income Tax	9,993,718	8,846,518
Security Deposit & Others	13,352,673	16,745,475
Working Advance	200,967	16,719,639
	<u>57,650,759</u>	<u>48,430,003</u>
<b>05.1 Advance Income Tax:</b>	TK. <u>9,993,718</u>	<u>8,846,518</u>
Opening Balance	8,846,518	8,240,553
Add: Current year addition	1,147,200	605,965
AIT against Import	500,320	-
TDS against Sales	630,786	579,281
TDS against Interest	16,094	26,684
	<u>9,993,718</u>	<u>8,846,518</u>
<b>06 ACCOUNTS RECEIVABLE:</b>	TK. <u>69,803,293</u>	<u>68,795,993</u>
<b>07 CASH AND CASH EQUIVALENTS:</b>	TK. <u>35,054,666</u>	<u>31,635,579</u>
Cash in hand	34,447,585	16,438,337
Cash at Bank	607,081	15,197,242
	<u>35,054,666</u>	<u>31,635,579</u>
<b>Cash at Bank :</b>	TK. <u>607,081</u>	<u>15,197,242</u>
NCC Bank CD A/C - 0012-0210016085	0.32	8,262
City Bank CD A/C - 1401182723001	464,426	2,413
Meghna Bank CD A/C - 111811100000134	37,317	15,066,420
UCBL CD A/C - 044210100004864	12,262	117,448
DBBL CD A/C - 1071100028575	5,051	2,698
Prime Bank CD A/C - 2132119022090	88,025	-
	<u>35,054,666</u>	<u>31,635,579</u>



**ASHRAF UDDIN & CO.**  
Chartered Accountants

**08 ORDINARY SHARE CAPITAL:**

**A. AUTHORISED CAPITAL:**

20,00,000 Ordinary Shares of Tk. 100/- each

TK. <u>15,000,000</u>	<u>15,000,000</u>
200,000,000	200,000,000
200,000,000	200,000,000

**B. ISSUED, SUBSCRIBED & PAID UP**

**CAPITAL-ORDINARY SHARE**

150,000 Ordinary Shares of TK. 100/- each  
fully paid up

15,000,000	15,000,000
15,000,000	15,000,000

**09 PREFERENCE SHARE CAPITAL:**

**A. AUTHORISED CAPITAL:**

1,50,000 RCCP Shares of Tk. 1,000/- each

76,601,000	76,601,000
150,000,000	150,000,000
150,000,000	150,000,000

**B. ISSUED, SUBSCRIBED & PAID UP**

**CAPITAL-PREFERRED SHARE (RCCPS)**

76,601 Preferred Shares of TK. 1,000/-  
each fully paid up

76,601,000	76,601,000
76,601,000	76,601,000

**10 RETAINED EARNINGS:**

Last Year Balance

Less: Adjustment during the period

Add: Current Year Profit after Tax

TK. <u>83,488,190</u>	<u>83,931,989</u>
83,931,989	79,560,149
-	-
(443,798)	4,371,840
<u>83,488,190</u>	<u>83,931,989</u>

**11 LOAN FROM BANK:**

Prime Bank Term Financing

Term Loan UCBL SME 200340001

City Bank SOD A/C No 6341182723001

Prime Bank OD a/c-2132762022156

TK. <u>14,695,287</u>	<u>1,398,957</u>
2,508,750	-
8,204,569	-
1,475,718	1,398,957
2,506,250	-
<u>14,695,287</u>	<u>1,398,957</u>

**12 LIABILITIES FOR EXPENSES:**

Salary

Utility Expenses

Office Rent

Audit Fee

TK. <u>2,104,167</u>	<u>2,958,467</u>
1,572,252	2,417,072
112,295	115,295
385,120	387,600
34,500	38,500
<u>2,104,167</u>	<u>2,958,467</u>

**13 INCOME FROM SCANNER SALES:**

Sales

TK. <u>18,952,777</u>	<u>19,445,310</u>
18,952,777	19,445,310
<u>18,952,777</u>	<u>19,445,310</u>

**14 INCOME FROM SOFTWARE DEVELOPMENT & ITES:**

Sales

TK. <u>77,153,122</u>	<u>110,709,857</u>
77,153,122	110,709,857
<u>77,153,122</u>	<u>110,709,857</u>



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<b>15 INTEREST INCOME:</b>	TK. <u>107,292</u>	<u>266,838</u>
Interest on FDR	<u>107,292</u>	<u>266,838</u>
	<u>107,292</u>	<u>266,838</u>
	<u>107,292</u>	<u>266,838</u>
<b>16 COST OF SALES:</b>	<b>TK. <u>11,761,004</u></b>	<b><u>12,023,576</u></b>
Opening Stock	13,522,055	11,594,422
Add: Import (Purchase)	10,889,698	10,040,866
	<b>24,411,753</b>	<b>21,635,288</b>
Less: Closing Stock	14,647,052	13,522,055
	<b>9,764,701</b>	<b>8,113,233</b>
Add: Direct Expense	1,996,303	3,910,343
	<b>11,761,004</b>	<b>12,023,576</b>
<b>17 TOTAL TURNOVER:</b>	<b>TK. <u>96,105,899</u></b>	<b><u>130,155,167</u></b>
Income from Scanner Sales (Note: 08)	18,952,777	19,445,310
Income from Software Development & ITES (Note: 09)	77,153,122	110,709,857
	<b>96,105,899</b>	<b>130,155,167</b>
<b>18 UTILITY EXPENSES:</b>	<b>TK. <u>1,175,152</u></b>	<b><u>1,383,540</u></b>
Electricity Bill	489,336	775,428
WASA Bill	53,721	74,657
Generator Bill	45,980	14,805
Office Beautification	75,300	35,050
Service Charge	510,815	483,600
	<b>1,175,152</b>	<b>1,383,540</b>
<b>19 PROVISION FOR INCOME TAX:</b>	<b>Tk. <u>1,165,976</u></b>	
(i) Minimum Tax deducted at Import Stage [U/S 53, Rules 17(A)]	500,320	
(ii) Minimum tax deducted at source from supplier stage [U/S 52, Rules 16]	630,786	
(iii) Interest (107,292 x 32.5%)	34,870	
	<b>1,165,976</b>	



**DEVNET LIMITED**  
**Auditors' Report**  
**For the year ended 30th June, 2019**



**MANAGING PARTNER:**  
MD. ASHRAF UDDIN AHMED  
LLB, CFC, FCA

**PARTNERS:**  
ENAMUL KABIR, FCA  
MD. MOHIUDDIN AHMED, FCA, CFC

**Corporate Address :** 142/B, Green Road (3<sup>rd</sup> & 4<sup>th</sup> Floor)  
Dhaka-1215, Bangladesh.  
**Registered Address :** Rahman Chamber (5<sup>th</sup> Floor)  
12-13, Motijheel Commercial Area, Dhaka, Bangladesh.

Member of  
**Antea**  
Alliance of  
Independent firms

### AUDITORS' REPORT TO THE SHAREHOLDERS

#### **Opinion**

We have audited the accompanying financial statements of **DEVNET LIMITED** ('the company) which comprise the Statement of Financial Position as on 30<sup>th</sup> June, 2019 and Statement of Consolidated Profit or Loss and Other Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows and a summary of significant accounting policies and other Explanatory Notes to the Financial Statement.

In our opinion, the financial statements prepared in accordance with International Accounting Standards (IAS) and International Financial Reporting Standards (IFRS) give a true and fair view of the financial position of **DEVNET LIMITED** as of 30<sup>th</sup> June, 2019 and results of its financial performance and its cash flows for the year then ended & comply with the Companies Act 1994, & other applicable laws & regulations.

#### **Basis for Opinion**

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Company in accordance with the ethical requirement that are relevant to our audit of the financial statements in Bangladesh, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation of (consolidated) financial statements that give a true and fair view in accordance with IFRSs, and for such internal control as management determines is necessary to enable the preparation of (consolidated) financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the (consolidated) financial statements, management is responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Company's financial reporting process.

#### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

**ASHRAF UDDIN & CO.**  
Chartered Accountants

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**Report on Other Legal and Regulatory Requirements**

In accordance with the Companies Act 1994, we also report the following:

- a) We have obtained all the information and explanation which to the best of our knowledge and belief were necessary for the purpose of our audit and made due verification thereof;
- b) In our opinion, proper books of account as required by law have been kept by the Company so far as it appeared from our examination of those books; and
- c) The statement of financial position and statement of profit or loss and other comprehensive income dealt with by the report are in agreement with the books of account.
- d) The expenditures were incurred for the purpose of the Company's business.

Dhaka

Date: 03 OCT 2019

*Ahmed Md. Jafar*  
Managing Director  
Devnet Limited

*Ashraful Uddin & Co.*  
ASHRAF UDDIN & CO.  
CHARTERED ACCOUNTANTS



**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30<sup>TH</sup> JUNE, 2019**

NOTES	Amount in BDT	
	30-Jun-19	30-Jun-18
<b>PROPERTY AND ASSETS</b>		
<b>NON - CURRENT ASSETS</b>		
(At cost less accumulated depreciation)	Annex.- A	16,058,705      15,365,480
Preliminary Expenses		32,000      32,000
Fixed Deposit Receipt (FDR)	01	1,532,751      3,054,640
		<b>162,383,629      106,937,230</b>
<b>CURRENT ASSETS</b>		
Advance deposit & Prepayments	02	39,583,485      25,213,228
Advance Income Tax	03	8,846,518      8,240,553
Accounts Receivable		68,795,993      48,394,447
Share in Transit		-      7,350,000
Closing Stock		13,522,055      11,594,422
Cash and Cash Equivalents	04	31,635,579      6,144,579
		<b>180,007,085      125,389,350</b>
<b>Total Property and Assets</b>		
<b>CAPITAL AND LIABILITIES</b>		
<b>AUTHORISED CAPITAL</b>		
150,000 Ordinary Shares of Tk. 100/- each		<b>15,000,000      15,000,000</b>
<b>ISSUED, SUBSCRIBED &amp; PAID UP CAPITAL-ORDINARY SHARE</b>		
150,000 Ordinary Shares of TK. 100/- each fully paid up		<b>15,000,000      7,650,000</b>
<b>BANGLADESH BANK (EEF UNIT'S CONTRIBUTION)</b>		
73,500 Ordinary Shares of Tk. 100/- each fully paid up		<b>-      7,350,000</b>
<b>ISSUED, SUBSCRIBED &amp; PAID UP CAPITAL-PREFERRED SHARE (RCCPS)</b>		
76,601 Preferred Shares of TK. 1,000/- each fully paid up		<b>76,601,000      -</b>
Retained Earnings	05	83,931,989      79,560,149
		<b>4,474,096      30,829,201</b>
<b>CURRENT LIABILITIES</b>		
Loan From Seaf Bangladesh Ventures Ltd.		<b>-      15,635,579</b>
Loan From IDLC Finance Ltd.		<b>-      6,645,685</b>
Loan From Bank (SOD)	06	1,398,957      1,134,891
Liabilities for Expenses	07	2,958,467      7,298,471
Provision for Income Tax		<b>116,672      114,575</b>
		<b>-      -</b>
<b>Total Capital and Liabilities</b>		

*Syed Abu Md. Jafar*  
Syed Abu Md. Jafar  
Managing Director  
Devnet Limited

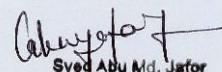


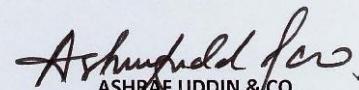
*Ashraf Uddin & Co.*  
ASHRAFUDDIN & CO.  
CHARTERED ACCOUNTANTS

**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF CONSOLIDATED PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2019

PARTICULARS	Amount in BDT	
	01 July 2018 To 30 June 2019	01 July 2017 To 30 June 2018
Net Profit/Loss From Trading Division	(7,676,178)	(6,519,495)
Net Profit/Loss From Software Development, Data Archiving & I	12,164,690	11,406,580
<b>Consolidated Profit/Loss Before Tax</b>	<b>4,488,512</b>	<b>4,887,085</b>
Less: Provision for Tax	116,672	114,575
<b>Consolidated Profit/Loss After Tax</b>	<b>4,371,840</b>	<b>4,772,510</b>

  
 Syed Abu Md. Jafor  
 Managing Director  
 Devnet Limited

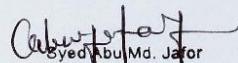
  
 ASHRAF UDDIN & CO.  
 CHARTERED ACCOUNTANTS



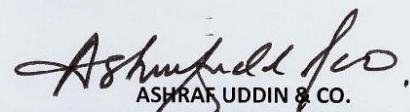
**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
**(SOFTWARE DEVELOPMENT & ITES )**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2019**

PARTICULARS	NOTE	Amount in BDT	
		01 July 2018 To 30 June 2019	01 July 2017 To 30 June 2018
Income From Software Development, Data Archiving & ITES	09	110,709,857	108,118,118
<b>Less: Administrative Expenses:</b>		<b>98,545,167</b>	<b>96,711,538</b>
Salary & Allowance		73,295,205	71,485,410
Bonus		8,813,357	8,600,676
Office Rent		3,956,580	4,132,080
Telephone, Mobile & Fax		423,123	379,482
Internet & Modem Expenses		178,585	160,166
Utility Expenses		1,176,838	1,239,624
Papers & Periodicals		451,941	405,329
Conveyance		570,638	511,783
Audit Fee		38,500	38,500
Fuel Expenses		1,206,188	1,081,783
Entertainment		85,703	78,989
Consumable Expenses		1,063,674	953,968
Food Expenses		902,897	691,875
Business Development Exp.		354,148	317,622
Fees & Renewal		165,946	161,899
Stationery		41,447	38,200
Printing Expenses		30,207	27,840
Fair & Exhibition		16,087	15,882
Water Expenses (Drinking)		224,386	171,943
Car Expenses		11,407	10,514
Courier Bill		100,940.16	99,941
Bank Interest, Charges & Commission		2,884,787	3,477,400
Repair & Maintenance		37,330.47	36,599
Depreciation		2,515,252	2,594,035
<b>Net Profit</b>	<b>Tk.</b>	<b>12,164,690</b>	<b>11,406,580</b>

  
 Md. Jafar  
 Managing Director  
 Devnet Limited

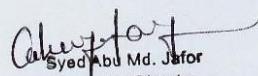


  
 ASHRAF UDDIN & CO.  
 CHARTERED ACCOUNTANTS

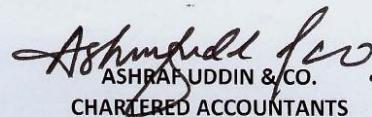
**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
**(TRADING DIVISION)**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2019**

PARTICULARS	NOTE	Amount in BDT	
		01 July 2018 To 30 June 2019 -	01 July 2017 To 30 June 2018
Gross Profit		7,421,733	7,467,371
<b>Less: Administrative Expenses:</b>		<b>15,364,749</b>	<b>14,157,869</b>
Salary & Allowance		9,835,662	9,814,644
Bonus		1,327,237	1,316,589
Office Rent		439,620	459,120
Telephone, Mobile & Fax		51,154	44,481
Internet & Modem Expenses		21,165	18,404
Utility Expenses		206,702	114,780
Papers & Periodicals		112,984	98,247
Conveyance		517,611	124,726
Fuel Expenses		208,119	180,973
Entertainment		24,240	22,036
Consumable Expenses		115,587	100,510
Food Expenses		191,174	141,610
Business Development Exp.		1,149,198	766,132
Fees & Renewal		45,384	56,730
Stationery		29,375	41,965
Printing Expenses		9,156	10,173
Fair & Exhibition		19,507	21,674
Water Expenses (Drinking)		68,884	62,622
Car Expenses		2,210	3,157
Courier Bill		17,337	24,767
Bank Interest, Charges & Commission		506,690	386,378
Repair & Maintenance		23,970	59,925
Depreciation		441,784	288,226
<b>Trading Division Profit/(Loss)</b>		<b>(7,943,016)</b>	<b>(6,690,498)</b>
Add: Interest Income	10	266,838	171,003
<b>Net Profit/(Loss)</b>	Tk.	<b>(7,676,178)</b>	<b>(6,519,495)</b>

  
 Syed Abu Md. Jafor  
 Managing Director  
 Devnet Limited

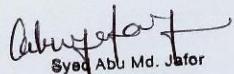


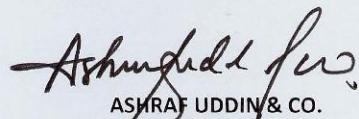
  
 ASHRAF UDDIN & CO.  
 CHARTERED ACCOUNTANTS

**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED  
TRADING ACCOUNT  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2019**

PARTICULARS	NOTES	Amount in BDT	
		30-Jun-19	30-Jun-18
Income From Scanner Sales	08	19,445,310	19,095,768
Less: Cost of Sales	11	12,023,576	11,628,396
<b>Gross Profit</b>		<b><u>7,421,733</u></b>	<b><u>7,467,371</u></b>

  
 Syed Abu Md. Jafor  
 Managing Director  
 Devnet Limited

  
 ASHRAF UDDIN & CO.  
 CHARTERED ACCOUNTANTS



**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2019**

PARTICULARS	SHARE CAPITAL	PREFERENCE SHARE	RETAINED EARNINGS	TOTAL
Balance as at July 1, 2018	15,000,000	-	79,560,149	94,560,149
Addition during the year		76,601,000		76,601,000
Adjustment during the year	-	-	-	-
Profit/Loss for the year	-	-	4,371,840	4,371,840
<b>Balance as at June 30, 2019</b>	<b>15,000,000</b>	<b>76,601,000</b>	<b>83,931,989</b>	<b>175,532,989</b>
Balance as at July 1, 2017	15,000,000	-	74,787,639	89,787,639
Bangladesh Bank (EEF Units Contribution)	-	-	-	-
Adjustment during the year	-	-	-	-
Profit/Loss for the year	-	-	4,772,510	4,772,510
<b>Balance as at June 30, 2018</b>	<b>15,000,000</b>	<b>-</b>	<b>79,560,149</b>	<b>94,560,149</b>



**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2019**

PARTICULARS	Amount in BDT	
	01 July 2018 To 30 June 2019	01 July 2017 To 30 June 2018
<b>Net Profit/( Loss) After Tax for the year</b>	4,371,840	4,772,510
Depreciation	2,957,036	2,882,262
	<b>7,328,876</b>	<b>7,654,772</b>
<b>Cash Flows from operating activities:</b>		
Increase/(Decrease) in Loan From IDLC Finance Ltd.	(6,645,685)	(175,358)
Increase/(Decrease) in Loan from Seaf Bangladesh Ventures Ltd.	(15,635,579)	2,120,790
Increase/(Decrease) in SOD Bank Loan	264,066	(2,300,724)
Increase/(Decrease) in Liabilities Expenses	(4,340,004)	2,001,725
Increase/(Decrease) in Provision for Tax	2,097	7,381
(Increase)/Decrease in Advance deposit & Prepayments	(14,370,256)	(10,114,619)
(Increase)/Decrease in Advance Income Tax	(605,965)	(512,956)
(Increase)/Decrease in Accounts Receivable	(20,401,546)	4,743,104
(Increase)/Decrease in Closing Stock	(1,927,633)	1,310,108
<b>Net cash provided by operating activities</b>	<b>(56,331,629)</b>	<b>4,734,222</b>
<b>Cash Flows from Investing activities:</b>		
Purchase of Property, Plant and equipments	(3,650,261)	-
<b>Net cash used by investing activities</b>	<b>(3,650,261)</b>	<b>-</b>
<b>Cash Flows from Financing activities:</b>		
Increase/Decrease in Share Equity	76,601,000	-
Increase/Decrease in Share in Transit	7,350,000	
Increase/Decrease in Fixed Deposit	1,521,889	(150,040)
<b>Net cash used by financing activities</b>	<b>85,472,889</b>	<b>(150,040)</b>
<b>Net cash increasae in cash and cash equivalents</b>	<b>25,490,999</b>	<b>4,584,182</b>
Cash and cash equivalents at 1 <sup>st</sup> July, 2018	6,144,579	1,560,397
<b>Cash and cash equivalents at 30<sup>th</sup> June, 2019</b>	<b>31,635,579</b>	<b>6,144,579</b>



**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2019

**A. Signification Accounting Policies material information:**

a) **Legal Form of the Enterprise:**

Devnet Limited was incorporated on 25<sup>th</sup> July, 2000 under the Companies Act, 1994 as a private Limited Company.

b) **Nature of Business Activities:**

The Company is Carrying on their IT related Business such as software development, System analysis, networking, database management and so on.

c) **Accounting Policies:**

Basis of Accounting: The financial Statements have been prepared historical cost convention under the Accrual Accounting Concept and a Going Concern for foreseeable future.

d) **Fixed Assets:**

Fixed Assets are stated at cost less accumulated depreciation. A detailed fixed assets schedule is attached with the Financial Statements.

e) **Depreciation:**

The depreciation of fixed assets is allocated on the basis of reducing balance method. Full year's depreciation has been charged on addition irrespective of date when the stated assets are put in to use.

f) **Assets Reorganization:**

The depreciation of fixed assets is allocated on the basis of reducing balance method. Full year's depreciation has been charged on addition irrespective of date when the stated assets are put in to use.

g) **Dividend:**

There is no dividend income of this company.

**B. Share Capital:**

a) **Authorized Capital:**

The Authorized Capital of the company is Tk. 15,000,000/- which is 1, 50,000 share of TK. 100/- each.

b) **Issued, Subscribed & Paid up Capital:**

**Sponsors Contribution:**

45,000 Ordinary Shares of Tk. 100/- each fully paid up in cash contributed by the sponsor director as per Articles of Association, 31,500 Ordinary Shares of tk. 100/- each fully paid up in cash contributed by the Sponsor Director as per introduction by the Bangladesh Bank and Duly credited in the Bank Statement.



**ASHRAF UDDIN & CO.**  
Chartered Accountants

<b>SL.</b>	<b>Name of Director</b>	<b>No. of Share</b>	<b>Face Value (Tk.)</b>	<b>Total (Tk.)</b>
1	A.K Sabbir Mahbub	89,000	100/-	Tk. 89,00,000/-
2	M. Shariful Anam	4,500	100/-	Tk. 450,000/-
3	Syed Abu Md. Jafor	37,500	100/-	Tk. 37,50,000/-
4	Ms. Masrina Ahmed	19,000	100/-	Tk. 1,900,000/-
<b>Total</b>		<b>1,50,000 Shares</b>		<b>Tk. 1,50,00,000/-</b>
=====				

c) **Preference share:**

The company has further allotted the preference share in the name of the following shareholders dated as 26/December/2018

<b>Sl.</b>	<b>Name of Directors</b>	<b>No. of Share</b>	<b>Face Value (Tk.)</b>	<b>Total (TK.)</b>
1	Nurul Hai Nominee of SEAF Bangladesh Venture Ltd.	18,529	1,000	18,529,000/-
2	Asif Mahmood Nominee of SEAF Bangladesh Venture LLC	58,072 <u>76,601 Share</u>	1,000	58,072,000/- <u>76,601,000/-</u>

**Bangladesh Bank (EEF). S Contribution:**

The Bangladesh Bank EEF unit amount of Tk. 73, 50,000 has already have been transferred into the company sponsor shareholders name and the directorship of the representative of EEF unit has also been ceased on 04 November 2018.

**C. TAX EXEMPTION:**

The Company is enjoying a Tax exemption benefit as per Sixth Schedule, Part-A, Clause-33 of Income Tax Ordinance 1984 from 01/07/2008 to 30/06/2024.



**ASHRAF UDDIN & CO.**  
Chartered Accountants

Amount in BDT		
	30-Jun-19	30-Jun-18

**01 FIXED DEPOSIT RECEIPT (FDR)**

City Bank FDR # 4851182723001  
 IDLC FDR # 10552230873001  
 IDLC FDR # 10552230873002

TK.	<u>1,532,751</u>	<u>3,054,640</u>
	1,532,751	1,470,265
	-	528,125
	-	1,056,250
TK.	<u>1,532,751</u>	<u>3,054,640</u>

**02 ADVANCE, DEPOSIT & PREPAYMENTS:**

Office Rent  
 Advance salary to Employees  
 Security Deposit & Others  
 Working Advance

TK.	<u>39,583,485</u>	<u>25,213,228</u>
	4,240,050	4,240,050
	1,878,320	2,368,073
	16,745,475	9,617,856
	16,719,639	8,987,249
TK.	<u>39,583,485</u>	<u>25,213,228</u>

**03 ADVANCE INCOME TAX:**

Last Year Balance  
**Add: TDS against Sales**  
 TDS against Interest

TK.	<u>8,846,518</u>	<u>8,240,553</u>
	8,240,553	7,727,597
	579,281	491,993
	26,684	20,963
TK.	<u>8,846,518</u>	<u>8,240,553</u>

**04 CASH AND CASH EQUIVALENTS:**

Cash in hand  
**Cash at Bank :**  
 NCC Bank CD A/C- 0012-0210016085  
 City Bank CD A/C - 1401182723001  
 Meghna Bank CD A/C - 111811100000134  
 UCBL CD A/C - 044210100004864  
 DBBL CD A/C - 1071100028575

TK.	<u>31,635,579</u>	<u>6,144,579</u>
	16,438,337	5,943,673
	<u>15,197,242</u>	<u>200,906</u>
	8,262	147,603
	2,413	53,303
	15,066,420	-
	117,448	-
	2,698	-
TK.	<u>31,635,579</u>	<u>6,144,579</u>

**05 RETAINED EARNINGS**

Last Year Balance  
 Less: Adjustment during the period  
 Add: Current Year Profit after Tax

TK.	<u>83,931,989</u>	<u>79,560,149</u>
	79,560,149	74,787,639
	-	-
	4,371,840	4,772,510
TK.	<u>83,931,989</u>	<u>79,560,149</u>

**06 LOAN FROM BANK (SOD):**

NCC Bank SOD A/C No 0140000564  
 City Bank SOD A/C No 6341182723001

TK.	<u>1,398,957</u>	<u>1,134,891</u>
	1,398,957	1,134,891
TK.	<u>1,398,957</u>	<u>1,134,891</u>



**ASHRAF UDDIN & CO.**  
Chartered Accountants

<b>07 LIABILITIES FOR EXPENSES:</b>	TK. <u>2,958,467</u>	<u>7,298,471</u>
Salary	2,417,072	6,775,004
Utility Expenses	115,295	112,867
Office Rent	387,600	382,600
Audit Fee	38,500	28,000
	<u>TK. 2,958,467</u>	<u>7,298,471</u>
<b>08 INCOME FROM SCANNER SALES:</b>	TK. <u>19,445,310</u>	<u>19,095,768</u>
Sales	19,445,310	19,095,768
	<u>TK. 19,445,310</u>	<u>19,095,768</u>
<b>09 INCOME FROM SOFTWARE DEVELOPMENT, DATA ARCHIVING &amp; ITES:</b>	TK. <u>110,709,857</u>	<u>108,118,118</u>
Sales from software development, data archiving & ITES	110,709,857	108,118,118
	<u>TK. 110,709,857</u>	<u>108,118,118</u>
<b>10 INTEREST INCOME:</b>	TK. <u>266,838</u>	<u>171,003</u>
Interest on FDR	266,838	171,003
	<u>TK. 266,838</u>	<u>171,003</u>
<b>11 COST OF SALES:</b>	TK. <u>12,023,576</u>	<u>11,628,396</u>
Opening Stock	11,594,422	12,904,530
Add: Import (Purchase)	10,040,866	7,085,853
	<u>21,635,288</u>	<u>19,990,383</u>
Less: Closing Stock	13,522,055	11,594,422
	<u>8,113,233</u>	<u>8,395,961</u>
Add: Direct Expense	3,910,343	3,232,435
	<u>TK. 12,023,576</u>	<u>11,628,396</u>
<b>12 TOTAL TURNOVER:</b>	TK. <u>130,155,167</u>	<u>127,213,886</u>
Income from Scanner Sales (Note: 08)	19,445,310	19,095,768
Income from Software Development & ITES (Note: 09)	110,709,857	108,118,118
	<u>TK. 130,155,167</u>	<u>127,213,886</u>
<b>13 UTILITY EXPENSES:</b>	TK. <u>1,383,540</u>	-
Electricity Bill	775,428	-
WASA Bill	74,657	-
Generator Bill	14,805	-
Office Beautification	35,050	-
Service Charge	483,600	-
	<u>TK. 1,383,540</u>	<u>-</u>



**ASHRAF UDDIN & CO.**  
Chartered Accountants

Annexure - A

**DEVNET LIMITED**  
**SCHEDULE OF PROPERTY, PLANT AND EQUIPMENTS**  
**AS AT 30<sup>TH</sup> JUNE, 2019**

Amount (Tk.)

SL. No.	PARTICULARS	COST		RATE %	DEPRECIATION		WRITTEN DOWN VALUE AS AT 30 <sup>TH</sup> JUNE, 2019		
		AS AT 1 <sup>ST</sup> JULY, 2018	ADDITION		AS AT 30 <sup>TH</sup> JUNE, 2019	FOR THE YEAR			
1	Computer & Accessories	33,589,799	66,200	33,655,999	15%	25,141,474	1,277,178	26,418,652	7,237,347
2	Scanner	9,606,504	-	9,606,504	20%	7,019,343	517,432	7,536,775	2,069,729
3	Software	2,261,451	29,032	2,290,483	20%	2,033,162	51,464	2,084,626	205,857
4	Furniture & Fixture	2,746,517	146,520	2,893,037	10%	1,751,524	114,151	1,865,675	1,027,362
5	Motor Vehicles	1,490,000	-	1,490,000	20%	1,099,405	78,118	1,177,523	312,477
6	Electric Equipment	3,109,483	182,796	3,292,279	15%	2,232,799	158,922	2,391,721	900,558
7	Office Equipment	3,802,026	3,225,713	7,027,739	15%	2,403,187	693,682	3,096,869	3,930,871
8	Renovation	1,888,636	-	1,888,636	15%	1,448,042	66,089	1,514,131	374,505
	Total Tk.	58,494,416	3,650,261	62,144,677		43,128,936	2,957,036	46,085,972	16,058,705

**Allocation of Depreciation:**

Trading Division	441,784
Software Service & Development Division	2,515,252
Tk.	<u><u>2,957,036</u></u>



**DEVNET LIMITED**  
**Auditors' Report**  
For the year ended 30<sup>th</sup> June, 2018

**Ashraf Uddin & Co.**  
CHARTERED ACCOUNTANTS

Telephone :  
Office : 9554301  
: 9124650  
Fax : 9565767  
Res. : 9116183  
E-mail : auc\_green@yahoo.com  
info@aucbd.com  
Web : www.aucbd.com

**MANAGING PARTNER**  
MD. ASHRAF UDDIN AHMED  
LLB, CFC, FCA

**PARTNERS**  
ENAMUL KABIR FCA  
MD. MOHIUDDIN AHMED, FCA

**Office :** 142/B, Green Road (3rd & 4th Floor) Dhaka- 1215  
**Chamber :** Rahman Chamber (5th Floor)  
12-13, Motijheel Commercial Area, Dhaka-1000.

### AUDITORS' REPORT TO THE SHAREHOLDERS

We have audited the accompanying financial statements of **DEVNET LIMITED** ('the company) which comprise the Statement of Financial Position as on 30<sup>th</sup> June, 2018 and the Statement of Profit or Loss and other comprehensive Income, Statement of Changes in Equity and Cash Flow Statement for the year ended, and a summary of significant accounting policies and other explanatory notes.

#### **Management's Responsibility for the Financial Statements and Internal Controls**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Bangladesh Accounting Standards (BAS) and Bangladesh Financial Reporting Standards (BFRS). This responsibility includes; designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditors' Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Bangladesh Standards on Auditing (BSA). Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Opinion**

In our opinion, the financial statements prepared in accordance with Bangladesh Accounting Standards (BAS) and Bangladesh Financial Reporting Standards (BFRS) give a true and fair view of the financial position of **DEVNET LIMITED** as of 30<sup>th</sup> June 2018 and results of its financial performance and its cash flows for the year then ended & comply with the companies act 1994, & other applicable laws & regulations.

We also report that:

- a) We have obtained all the information & explanations which to the best of our knowledge & belief were necessary for the purposes of our audit & made due verification thereof :
- b) In our opinion, proper books of accounts as required by law have been kept by the company so far as it appeared from our examination of those books.
- c) The company's financial position and Profit or Loss and other comprehensive dealt with the report are in agreement with the books of accounts and returns.
- d) The expenditure incurred was for the purpose of the company's business.

Dhaka 06 DEC 2018  
Date: \_\_\_\_\_

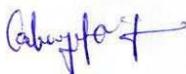


**Chartered Accountants**

**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30<sup>TH</sup> JUNE, 2018**

PROPERTY AND ASSETS	NOTES	2018 Amount (Tk.)	2017 Amount (Tk.)
<b>NON - CURRENT ASSETS</b>			
(At cost less accumulated depreciation)	Annex.- A	15,365,480	18,247,741
Preliminary Expenses		32,000	32,000
Fixed Deposit Receipt (FDR)	01	3,054,640	2,904,600
		<b>106,937,230</b>	<b>97,778,685</b>
<b>CURRENT ASSETS</b>			
Advance deposit & Prepayments	02	25,213,228	15,098,609
Advance Income Tax	03	8,240,553	7,727,597
Accounts Receivable		48,394,447	53,137,551
Share in Transit		7,350,000	7,350,000
Closing Stock		11,594,422	12,904,530
Cash and Cash Equivalents	04	6,144,579	1,560,397
		<b>Total Property and Assets</b>	<b>125,389,350</b>
			<b>118,963,026</b>
<b>CAPITAL AND LIABILITIES</b>			
<b>AUTHORISED CAPITAL</b>			
150,000 Ordinary Shares of Tk. 100/- each		<b>15,000,000</b>	<b>15,000,000</b>
<b>ISSUED, SUBSCRIBED &amp; PAID UP CAPITAL</b>			
76,500 Ordinary Shares of TK. 100/- each fully paid up		<b>7,650,000</b>	<b>7,650,000</b>
<b>BANGLADESH BANK (EEF UNIT'S CONTRIBUTION)</b>			
73,500 Ordinary Shares of Tk. 100/- each fully paid up		<b>7,350,000</b>	<b>7,350,000</b>
Retained Earnings	05	79,560,149	74,787,639
		<b>30,829,201</b>	<b>29,175,387</b>
<b>CURRENT LIABILITIES</b>			
Loan From Seaf Bangladesh Ventures Ltd.		15,635,579	13,514,789
Loan From IDLC Finance Ltd.		6,645,685	6,821,043
Loan From Bank (SOD)	06	1,134,891	3,435,615
Liabilities for Expenses	07	7,298,471	5,296,746
Provision for Income Tax		114,575	107,194
		<b>Total Capital and Liabilities</b>	<b>125,389,350</b>
			<b>118,963,026</b>



Syed Abu Md. Jafor  
Managing Director  
Devnet Limited




CHARTERED ACCOUNTANTS

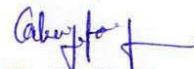
**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF CONSOLIDATED PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2018**

PARTICULARS	NOTES	2018 Amount (Tk.)	2017 Amount (Tk.)
Net Profit/Loss From Trading Division		(6,519,495)	(4,266,080)
Net Profit/Loss From Software Development & ITES		11,406,580	35,390,365
<b>Consolidated Profit/Loss Before Tax</b>		<b>4,887,085</b>	<b>31,124,285</b>
Less: Provision for Tax		114,575	107,194
<b>Consolidated Profit/Loss After Tax</b>		<b>4,772,510</b>	<b>31,017,092</b>




CHARTERED ACCOUNTANTS



Syed Abu Md. Jafor  
Managing Director  
Devnet Limited

**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
**(SOFTWARE DEVELOPMENT & ITES )**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2018**

PARTICULARS	NOTE	2018 Amount (Tk.)	2017 Amount (Tk.)
Income From Software Development & ITES	09	108,118,118	107,322,872
<b>Less: Administrative Expenses:</b>		<b>96,711,539</b>	<b>71,932,507</b>
Salary & Allowance		71,485,410	49,642,646
Bonus		8,600,676	5,621,357
Office Rent		4,132,080	2,736,000
Telephone, Mobile & Fax		379,482	291,909
Internet & Modem Expenses		160,166	123,205
Utility Expenses		1,239,624	701,253
Papers & Periodicals		405,329	311,791
Conveyance		511,783	341,189
Audit Fee		38,500	35,000
Fuel Expenses		1,081,783	671,915
Entertainment		78,989	65,824
Consumable Expenses		953,968	561,158
Food Expenses		691,875	461,250
Business Development Exp.		317,622	186,836
Fees & Renewal		161,899	124,538
Stationery		38,200	27,286
Printing Expenses		27,840	18,560
Fair & Exhibition		15,882	14,438
Water Expenses (Drinking)		171,943	114,629
Car Expenses		10,514	8,088
Courier Bill		99,941	76,878
Bank Interest, Charges & Commission		3,477,400	6,674,017
Repair & Maintenance		36,599	24,399
Depreciation		2,594,035	3,098,344
<b>Net Profit</b>	<b>Tk.</b>	<b>11,406,580</b>	<b>35,390,365</b>



CHARTERED ACCOUNTANTS



  
Syed Abu Md. Jafor  
Managing Director  
Devnet Limited

**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
**(TRADING DIVISION)**  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2018

PARTICULARS	NOTE	2018 Amount (Tk.)	2017 Amount (Tk.)
Gross Profit		7,467,371	6,889,234
<b>Less: Administrative Expenses:</b>		<b>14,157,869</b>	<b>11,279,192</b>
Salary & Allowance		9,814,644	7,549,726
Bonus		1,316,589	975,251
Office Rent		459,120	273,600
Telephone, Mobile & Fax		44,481	37,068
Internet & Modem Expenses		18,404	16,731
Utility Expenses		114,780	95,389
Papers & Periodicals		98,247	81,872
Conveyance		124,726	95,943
Fuel Expenses		180,973	139,210
Entertainment		22,036	16,951
Consumable Expenses		100,510	77,316
Food Expenses		141,610	101,150
Business Development Exp.		766,132	510,755
Fees & Renewal		56,730	51,573
Stationery		41,965	32,281
Printing Expenses		10,173	7,826
Fair & Exhibition		21,674	16,673
Water Expenses (Drinking)		62,622	48,171
Car Expenses		3,157	2,105
Courier Bill		24,767	17,690
Bank Interest, Charges & Commission		386,378	741,557
Repair & Maintenance		59,925	46,097
Depreciation		288,226	344,260
<b>Trading Division Profit</b>		<b>(6,690,498)</b>	<b>(4,389,958)</b>
Add: Interest Income	10	171,003	123,878
<b>Net Profit</b>	Tk.	<b>(6,519,495)</b>	<b>(4,266,080)</b>



*Ashraful Uddin & Co.*  
CHARTERED ACCOUNTANTS

*Syed Abu Md. Jafor*

Syed Abu Md. Jafor  
Managing Director  
Devnet Limited

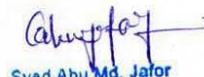
**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED  
TRADING ACCOUNT  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2018**

PARTICULARS	NOTES	2018 Amount (Tk.)	2017 Amount (Tk.)
Income From Scanner Sales	08	19,095,768	17,865,627
Less: Cost of Sales	11	11,628,396	10,976,392
<b>Gross Profit</b>		<b><u>7,467,371</u></b>	<b><u>6,889,234</u></b>




CHARTERED ACCOUNTANTS



Syed Abu Md. Jafar  
Managing Director  
Devnet Limited

**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF CHANGES IN EQUITY**  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2018

PARTICULARS	SHARE CAPITAL	RETAINED EARNINGS	TOTAL (Amount Tk.)
Balance as at July 1, 2017	15,000,000	74,787,639	89,787,639
Adjustment during the year	-	-	-
Profit/Loss for the year	-	4,772,510	4,772,510
<b>Balance as at June 30, 2018</b>	<b>15,000,000</b>	<b>79,560,149</b>	<b>94,560,149</b>
Balance as at July 1, 2016	7,650,000	61,079,634	68,729,634
Bangladesh Bank (EEF Units Contribution)	7,350,000	-	7,350,000
Adjustment during the year	-	(17,309,087)	(17,309,087)
Profit/Loss for the year	-	31,017,092	31,017,092
<b>Balance as at June 30, 2017</b>	<b>15,000,000</b>	<b>74,787,639</b>	<b>89,787,639</b>



*Ashraf Uddin & Co.*  
CHARTERED ACCOUNTANTS

*Syed Abu Md. Jafor*  
Syed Abu Md. Jafor  
Managing Director  
Devnet Limited

**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2018**

PARTICULARS	2018 Amount (Tk.)	2017 Amount (Tk.)
<b>Net Profit/( Loss) After Tax for the year</b>	<b>4,772,510</b>	<b>31,017,092</b>
Depreciation	2,882,262	3,442,605
	<b>7,654,772</b>	<b>34,459,697</b>
<b>Cash Flows from operating activities:</b>		
Increase/(Decrease) in Loan From IDLC Finance Ltd.	(175,358)	6,821,043
Increase/(Decrease) in Loan from Seaf Bangladesh Ventures Ltd.	2,120,790	(3,348,017)
Increase/(Decrease) in SOD Bank Loan	(2,300,724)	2,396,991
Increase/(Decrease) in Liabilities Expenses	2,001,725	(807,089)
Increase/(Decrease) in Provision for Tax	7,381	(101,160)
(Increase)/Decrease in Advance deposit & Prepayments	(10,114,619)	(7,455,642)
(Increase)/Decrease in Advance Income Tax	(512,956)	(666,850)
(Increase)/Decrease in Accounts Receivable	4,743,104	(20,661,342)
(Increase)/Decrease in Closing Stock	1,310,108	(10,374,230)
<b>Net cash provided by operating activities</b>	<b>4,734,222</b>	<b>263,400</b>
<b>Cash Flows from Investing activities:</b>		
Purchase of Property, Plant and equipments	-	-
<b>Net cash used by investing activities</b>	<b>-</b>	<b>-</b>
<b>Cash Flows from Financing activities:</b>		
Increase/Decrease in Fixed Deposit	(150,040)	(1,597,600)
<b>Net cash used by financing activities</b>	<b>(150,040)</b>	<b>(1,597,600)</b>
<b>Net cash increasae in cash and cash equivalents</b>	<b>4,584,182</b>	<b>(1,334,200)</b>
Cash and cash equivalents at 1 <sup>st</sup> July, 2017	1,560,397	2,894,597
<b>Cash and cash equivalents at 30<sup>th</sup> June, 2018</b>	<b>6,144,579</b>	<b>1,560,397</b>



*Ashraf Uddin & Co.*  
CHARTERED ACCOUNTANTS

*Syed Abu Md. Jafor*

Syed Abu Md. Jafor  
Managing Director  
Devnet Limited

**ASHRAF UDDIN & CO.**

Chartered Accountants

Annexure - A

**DEVNET LIMITED**  
**SCHEDULE OF PROPERTY, PLANT AND EQUIPMENTS**  
**AS AT 30<sup>TH</sup> JUNE, 2018**

Amount (Tk.)

SL. No.	PARTICULARS	COST		% RATE	DEPRECIATION			WRITTEN DOWN VALUE AS AT 30 <sup>TH</sup> JUNE, 2018
		AS AT 1 <sup>ST</sup> JULY, 2017	ADDITION		AS AT 1 <sup>ST</sup> JULY, 2017	FOR THE YEAR	AS AT 30 <sup>TH</sup> JUNE, 2018	
1	Computer & Accessories	33,589,799	-	33,589,799	15%	23,650,593	1,490,881	25,141,474
2	Scanner	9,606,504	-	9,606,504	20%	6,372,553	646,790	7,019,343
3	Software	2,261,451	-	2,261,451	20%	1,976,090	57,072	2,033,162
4	Furniture & Fixture	2,746,517	-	2,746,517	10%	1,640,970	110,555	1,751,524
5	Motor Vehicles	1,490,000	-	1,490,000	20%	1,001,757	97,649	1,099,405
6	Electric Equipment	3,109,483	-	3,109,483	15%	2,078,090	154,709	2,232,799
7	Office Equipment	3,802,026	-	3,802,026	15%	2,156,333	246,854	2,403,187
8	Renovation	1,888,636	-	1,888,636	15%	1,370,290	77,752	1,448,042
	Total Tk.	58,494,416	-	58,494,416		40,246,675	2,882,262	43,128,936
								15,365,480

**Allocation of Depreciation:**

Trading Division (10%)	288,226
Software Service & Development Division (90%)	2,594,035
Tk.	<u>2,882,262</u>



**DEVNET LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2018

**A. Signification Accounting Policies material information:**

**a) Legal Form of the Enterprise:**

Devnet Limited was incorporated on 25<sup>th</sup> July, 2000 under the Companies Act, 1994 as a private Limited Company.

**b) Nature of Business Activities:**

The Company is Carrying on their IT related Business such as software development, System analysis, networking, database management and so on.

**c) Accounting Policies:**

Basis of Accounting: The financial Statements have been prepared historical cost convention under the Accrual Accounting Concept and a Going Concern for foreseeable future.

**d) Fixed Assets:**

Fixed Assets are stated at cost less accumulated depreciation. A detailed fixed assets schedule is attached with the Financial Statements.

**e) Depreciation:**

The depreciation of fixed assets is allocated on the basis of reducing balance method. Full year's depreciation has been charged on addition irrespective of date when the stated assets are put in to use.

**f) Assets Reorganization:**

The depreciation of fixed assets is allocated on the basis of reducing balance method. Full year's depreciation has been charged on addition irrespective of date when the stated assets are put in to use.

**g) Dividend:**

There is no dividend income of this company.

**B. Share Capital:**

**a) Authorized Capital:**

The Authorized Capital of the company is Tk. 15,000,000/- which is 1, 50,000 share of TK. 100/- each.

**b) Issued, Subscribed & Paid up Capital:**

**Sponsors Contribution:**

45,000 Ordinary Shares of Tk. 100/- each fully paid up in cash contributed by the sponsor director as per Articles of Association, 31,500 Ordinary Shares of tk. 100/- each fully paid up in cash contributed by the Sponsor Director as per introduction by the Bangladesh Bank and Duly credited in the Bank Statement.



**ASHRAF UDDIN & CO.**  
Chartered Accountants

<u>SL.</u>	<u>Name of Director</u>	<u>No. of Share</u>	<u>Face Value</u>	<u>Total</u>
1	A.K Sabbir Mahbub	38,000	100/-	Tk. 3,800,000/-
2	M. Shariful Anam	4,500	100/-	Tk. 450,000/-
3	Syed Abu Md. Jafor	15,000	100/-	Tk. 1,500,000/-
4	Ms. Masrina Ahmed	19,000	100/-	Tk. 1,900,000/-
<b>Total</b>		<b>76,500 Shares</b>		<b>Tk. 76,50,000/-</b>
=====				

**Bangladesh Bank (EEF) S Contribution:**

As per letter (Ref no. EEF/38 (76)/ 2004/431 dated 22<sup>nd</sup> April, 2004), Bangladesh Bank, EEF unit has approved to issue 73,500 Shares of Tk. 100/- each in favor of GOB, EEF unit, Bangladesh Bank.

The Share has been allotted in the name of GOB, EEF unit, Bangladesh Bank On 11-05-04. But the 1<sup>st</sup> installment of Share money has been received by the company on 4<sup>th</sup> November, 2004 and the 2<sup>nd</sup> installment of Share money has been received by the company on 16<sup>th</sup> February, 2005.

The Company has taken equity fund under the project of Equity Entrepreneur Fund for Tk. 73.50 from Bangladesh Bank for disbursement of fund. An agreement has executed between the company and Bangladesh Bank.

As per the Term and Conditions contained in the Investment agreement, that participation of the Bangladesh Bank (EEF Unit) as the agreement of the GOB in the paid up capital of the company shall not at any time exceed 49% (Forty nine Percent) of the company's total Paid up Capital.

- a) The Sponsors of the company may buy back the shares (issued by the company in favor of the government of the People's Republic of the Bangladesh) from the Bangladesh Bank (EEF Unit) at the face value thereof during the first three years commencing from the date disbursement of the equity- support.
- b) The Sponsors of the company shall buy back such shares as referred to above during the period of next three years either of the face value or at the breakup value, whichever is higher.
- c) Bangladesh Bank (EEF unit) may sell the remaining shares (not bought back by the sponsors of the company before the end of the first six years period as mentioned above) either at the face value or at the breakup value thereof computed on the basis of the company's latest Balance Sheet certifies by the recognized Chartered Accountants Firm or at such price as may otherwise be determined by the Bangladesh Bank (EEF Unit). Whichever is the highest to the Bank DFI or to whoso ever is interested in buying such shares.
- d) During the subsistence of the EEF equity support to the company, the sponsors/ Directors thereof shall not sell or transfer otherwise their shareholding in the company without prior approval in writing of the Bangladesh Bank (EEF Unit).

**C. TAX EXEMPTION:**

The Company is enjoying a Tax exemption benefit as per Sixth Schedule, Part-A, Clause-33 of Income Tax Ordinance 1984 from 01/07/2008 to 30/06/2024.



**ASHRAF UDDIN & CO.**  
Chartered Accountants

	2018 Amount (Tk.)	2017 Amount (Tk.)
<b>01 <u>FIXED DEPOSIT RECEIPT (FDR)</u></b>		
City Bank FDR # 4851182723001	1,470,265	1,404,600
IDLC FDR # 10552230873001	528,125	500,000
IDLC FDR # 10552230873002	1,056,250	1,000,000
	<b>TK. 3,054,640</b>	<b>2,904,600</b>
<b>02 <u>ADVANCE, DEPOSIT &amp; PREPAYMENTS:</u></b>		
Office Rent	4,240,050	4,240,050
Advance salary to Employees	2,368,073	1,150,082
Security Deposit & Others	9,617,856	5,771,831
Working Advance	8,987,249	3,936,646
	<b>TK. 25,213,228</b>	<b>15,098,609</b>
<b>03 <u>ADVANCE INCOME TAX:</u></b>		
Last Year Balance	7,727,597	7,060,747
Add:		
TDS against Sales	491,993	648,743
TDS against Interest	20,963	18,107
	<b>TK. 8,240,553</b>	<b>7,727,597</b>
<b>04 <u>CASH AND CASH EQUIVALENTS:</u></b>		
Cash in hand	5,943,673	1,165,484
<u>Cash at Bank :</u>	200,906	394,913
NCC Bank CD A/C- 0012-0210016085	147,603	158,633
City Bank CD A/C - 1401182723001	53,303	236,280
	<b>TK. 6,144,579</b>	<b>1,560,397</b>
<b>05 <u>RETAINED EARNINGS</u></b>		
Last Year Balance	74,787,639	61,079,634
Less: Adjustment during the period	-	(17,309,087)
Add: Current Year Profit after Tax	4,772,510	31,017,092
	<b>TK. 79,560,149</b>	<b>74,787,639</b>
<b>06 <u>LOAN FROM BANK (SOD):</u></b>		
NCC Bank SOD A/C No 0140000564	-	2,362,536
City Bank SOD A/C No 6341182723001	1,134,891	1,073,079
	<b>TK. 1,134,891</b>	<b>3,435,615</b>



**ASHRAF UDDIN & CO.**  
Chartered Accountants

<b>07 LIABILITIES FOR EXPENSES:</b>	TK. <u>7,298,471</u>	<u>5,296,746</u>
Salary	6,775,004	4,766,031
Utility Expenses	112,867	286,895
Office Rent	382,600	215,820
Audit Fee	28,000	28,000
	TK. <u>7,298,471</u>	<u>5,296,746</u>
<b>08 INCOME FROM SCANNER SALES:</b>	TK. <u>19,095,768</u>	<u>17,865,627</u>
Sales	19,095,768	17,865,627
	TK. <u>19,095,768</u>	<u>17,865,627</u>
<b>09 INCOME FROM SOFTWARE DEVELOPMENT &amp; ITES:</b>	<u>108,118,118</u>	<u>107,322,872</u>
Sales	108,118,118	107,322,872
	TK. <u>108,118,118</u>	<u>107,322,872</u>
<b>10 INTEREST INCOME:</b>	TK. <u>171,003</u>	<u>123,878</u>
Interest on FDR	171,003	123,878
	TK. <u>171,003</u>	<u>123,878</u>
<b>11 COST OF SALES:</b>	TK. <u>11,628,396</u>	<u>10,976,392</u>
Opening Stock	12,904,530	2,530,300
Add: Import (Purchase)	7,085,853	19,981,835
	<u>19,990,383</u>	<u>22,512,135</u>
Less: Closing Stock	11,594,422	12,904,530
	<u>8,395,961</u>	<u>9,607,605</u>
Add: Direct Expense	3,232,435	1,368,786
	TK. <u>11,628,396</u>	<u>10,976,392</u>
<b>12 TOTAL TURNOVER:</b>	TK. <u>127,213,886</u>	<u>125,188,499</u>
Income from Scanner Sales (Note: 08)	19,095,768	17,865,627
Income from Software Development & ITES (Note: 09)	108,118,118	107,322,872
	TK. <u>127,213,886</u>	<u>125,188,499</u>

  
*Syed Abu Md. Jafor*  
 Syed Abu Md. Jafor  
 Managing Director  
 Devnet Limited

  
 CHARTERED ACCOUNTANTS

**DEVNET LIMITED**  
**Auditor's Report**  
For the year ended 30<sup>th</sup> June, 2017

**Ashraf Uddin & Co.**  
CHARTERED ACCOUNTANTS

Telephone :  
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: 9124650  
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E-mail : auc\_green@yahoo.com  
info@aucbd.com  
Web : www.aucbd.com

**MANAGING PARTNER**  
MD. ASHRAF UDDIN AHMED  
LLB, CFC, FCA

**PARTNERS**  
ENAMUL KABIR FCA  
MD. MOHIUDDIN AHMED, FCA

Office : 142/B, Green Road (3rd & 4th Floor) Dhaka-1215  
Chamber : Rahman Chamber (5th Floor)  
12-13, Motijheel Commercial Area, Dhaka-1000.

**AUDITORS' REPORT TO THE SHAREHOLDERS**

We have audited the accompanying financial statements of **DEVNET LIMITED** ('the company) which comprise the Statement of Financial Position as on 30<sup>th</sup> June, 2017 and the Statement of Profit or Loss and other comprehensive Income, Statement of Changes in Equity and Cash Flow Statement for the year ended, and a summary of significant accounting policies and other explanatory notes.

**Management's Responsibility for the Financial Statements and Internal Controls**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Bangladesh Accounting Standards (BAS) and Bangladesh Financial Reporting Standards (BFRS). This responsibility includes; designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditors' Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Bangladesh Standards on Auditing (BSA). Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Opinion**

In our opinion, the financial statements prepared in accordance with Bangladesh Accounting Standards (BAS) and Bangladesh Financial Reporting Standards (BFRS) give a true and fair view of the financial position of **DEVNET LIMITED** as of 30<sup>th</sup> June 2017 and results of its financial performance and its cash flows for the year then ended & comply with the companies act 1994, & other applicable laws & regulations.

We also report that:

- a) We have obtained all the information & explanations which to the best of our knowledge & belief were necessary for the purposes of our audit & made due verification thereof :
- b) In our opinion, proper books of accounts as required by law have been kept by the company so far as it appeared from our examination of those books.
- c) The company's financial position and Profit or Loss and other comprehensive dealt with the report are in agreement with the books of accounts and returns.
- d) The expenditure incurred was for the purpose of the company's business.

Dhaka 27 DEC 2017  
Date: \_\_\_\_\_

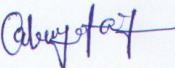


CHARTERED ACCOUNTANTS

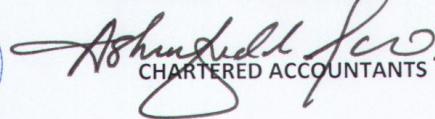
**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30<sup>TH</sup> JUNE, 2017**

PROPERTY AND ASSETS	NOTES	2017 AMOUNT (Tk.)	2016 AMOUNT (Tk.)
<b>NON - CURRENT ASSETS</b>			
(At cost less accumulated depreciation)			
Preliminary Expenses		32,000	32,000
Fixed Deposit Received		2,904,600	1,307,000
		<b>97,778,685</b>	<b>77,263,907</b>
<b>CURRENT ASSETS</b>			
Advance deposit & Prepayments	01	15,098,609	7,642,967
Advance Income Tax	02	7,727,597	7,060,747
VAT deducted at source	03	-	17,309,087
Accounts Receivable		53,137,551	32,476,209
Share in Transit		7,350,000	7,350,000
Closing Stock		12,904,530	2,530,300
Cash and Cash Equivalents	04	1,560,397	2,894,597
		<b>118,963,026</b>	<b>100,293,253</b>
<b>CAPITAL AND LIABILITIES</b>			
<b>AUTHORISED CAPITAL</b>			
1,50,000 Ordinary Shares of Tk. 100/- each		<b>15,000,000</b>	<b>15,000,000</b>
<b>ISSUED, SUBSCRIBED &amp; PAID UP CAPITAL</b>			
76,500 Ordinary Shares of TK. 100/- each fully paid up in cash.		7,650,000	7,650,000
<b>BANGLADESH BANK (EEF UNIT'S CONTRIBUTION)</b>			
73,500 Ordinary Shares of Tk. 100/- each fully paid up in cash		7,350,000	7,350,000
Retained Earnings	05	74,787,639	61,079,634
		<b>29,175,387</b>	<b>24,213,619</b>
<b>CURRENT LIABILITIES</b>			
Loan From Seaf Bangladesh Ventures Ltd.		13,514,789	16,862,806
Loan From IDLC Finance Ltd.		6,821,043	-
Loan From Bank (SOD)	06	3,435,615	1,038,624
Liabilities for Expenses	07	5,296,746	6,103,835
Provision for Income Tax		107,194	208,354
		<b>118,963,026</b>	<b>100,293,253</b>

  
Syed Abu Md. Jafor  
Managing Director  
Devnet Limited



  
Ashraf Uddin & Co.  
Chartered Accountants

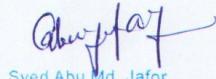
**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF CONSOLIDATED PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2017

PARTICULARS	NOTE	2017 AMOUNT (Tk.)	2016 AMOUNT (Tk.)
Net Profit/Loss From Trading Division		(4,266,080)	178,604
Net Profit/Loss From Software Development & ITES		35,390,365	26,911,924
Net Profit/Loss From Services	08	-	85,000
<b>Consolidated Profit/Loss Before Tax</b>		<b>31,124,285</b>	<b>27,175,528</b>
Less: Provision for Tax		107,194	208,354
<b>Consolidated Profit/Loss After Tax</b>		<b><u>31,017,092</u></b>	<b><u>26,967,174</u></b>




CHARTERED ACCOUNTANTS



Syed Abu Md. Jafor  
Managing Director  
Devnet Limited

**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED**  
**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
 (SOFTWARE DEVELOPMENT & ITES)  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2017

PARTICULARS	NOTE	2017 AMOUNT (Tk.)	2016 AMOUNT (Tk.)
Income From Software Development & ITES	09	107,322,872	90,663,410
<b>Less: Administrative Expenses:</b>		<b>71,932,507</b>	<b>63,751,486</b>
Salary & Allowance		49,642,646	47,278,710
Bonus		5,621,357	5,353,673
Office Rent		2,736,000	2,512,145
VAT on Office Rent		-	349,628
Telephone, Mobile & Fax		291,909	278,009
Internet & Modem Expenses		123,205	136,894
Utility Expenses		701,253	561,002
Papers & Periodicals		311,791	249,433
Conveyance		341,189	272,951
Audit Fee		35,000	28,000
Fuel Expenses		671,915	537,532
Entertainment		65,824	132,659
Consumable Expenses		561,158	448,926
Food Expenses		461,250	369,000
Business Development Exp.		186,836	149,469
Fees & Renewal		124,538	99,630
Stationery		27,286	342,634
Printing Expenses		18,560	41,245
Fair & Exhibition		14,438	137,950
Water Expenses (Drinking)		114,629	91,703
Car Expenses		8,088	6,470
Courier Bill		76,878	61,502
Bank Interest, Charges & Commission		6,674,017	444,616
Repair & Maintenance		24,399	163,519
Depreciation		3,098,344	3,704,187
<b>Net Profit</b>	<b>Tk.</b>	<b>35,390,365</b>	<b>26,911,924</b>



*Ashraf Uddin & Co.*  
CHARTERED ACCOUNTANTS

*Syed Abu Md. Jafor*  
Managing Director  
Devnet Limited

**ASHRAF UDDIN & CO.**  
Chartered Accountants

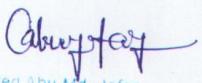
**DEVNET LIMITED**

**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**

(TRADING DIVISION)

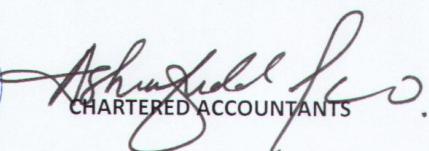
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2017**

PARTICULARS	NOTE	2017 AMOUNT (Tk.)	2016 AMOUNT (Tk.)
Gross Profit		6,889,234	6,327,707
<b>Less: Administrative Expenses:</b>		<b>11,279,192</b>	<b>6,246,419</b>
Salary & Allowance		7,549,726	4,520,794
Bonus		975,251	513,290
Office Rent		273,600	258,984
VAT on Office Rent		-	38,848
Telephone, Mobile & Fax		37,068	30,890
Internet & Modem Expenses		16,731	15,210
Utility Expenses		95,389	62,334
Papers & Periodicals		81,872	27,715
Conveyance		95,943	30,328
Fuel Expenses		139,210	73,226
Entertainment		16,951	14,740
Consumable Expenses		77,316	49,881
Food Expenses		101,150	41,000
Business Development Exp.		510,755	9,352
Fees & Renewal		51,573	11,070
Stationery		32,281	28,070
Insurance Expenses		-	-
Printing Expenses		7,826	6,805
Fair & Exhibition		16,673	17,550
Water Expenses (Drinking)		48,171	10,189
Car Expenses		2,105	1,830
Courier Bill		17,690	6,834
Bank Interest, Charges & Commission		741,557	49,402
Repair & Maintenance		46,097	16,502
Depreciation		344,260	411,576
<b>Trading Division Profit</b>		<b>(4,389,958)</b>	<b>81,288</b>
<b>Add: Interest Income</b>	<b>10</b>	<b>123,878</b>	<b>97,316</b>
<b>Net Profit</b>	<b>Tk.</b>	<b>(4,266,080)</b>	<b>178,604</b>

  
Syed Abu Md. Jafor

Managing Director  
Devnet Limited



  
Ashraf Uddin & Co.  
CHARTERED ACCOUNTANTS

**ASHRAF UDDIN & CO.**  
Chartered Accountants

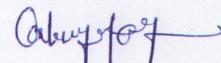
**DEVNET LIMITED  
TRADING ACCOUNT**

FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2017

PARTICULARS	NOTES	2017 AMOUNT (Tk.)	2016 AMOUNT (Tk.)
Income From Scanner Sales	11	17,865,627	16,515,627
Less: Cost of Sales	12	10,976,392	10,187,920
<b>Gross Profit</b>		<b><u>6,889,234</u></b>	<b><u>6,327,707</u></b>




CHARTERED ACCOUNTANTS



Syed Abu Md. Jafor  
Managing Director  
Devnet Limited

**ASHRAF UDDIN & CO.**  
Chartered Accountants

**DEVNET LIMITED  
STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2017**

PARTICULARS	SHARE CAPITAL	RETAINED EARNINGS	TOTAL
Balance as at July 1, 2016	15,000,000	61,079,634	76,079,634
Adjustment during the year	-	(17,309,087)	(17,309,087)
Profit/Loss for the year	-	31,017,092	31,017,092
<b>Balance as at June 30, 2017</b>	<b>Tk. 15,000,000</b>	<b>74,787,639</b>	<b>89,787,639</b>
Balance as at July 1, 2015	7,650,000	34,112,460	41,762,460
Bangladesh Bank (EEF Units Contribution)	7,350,000	-	7,350,000
Profit/Loss for the year	-	26,967,174	26,967,174
<b>Balance as at June 30, 2016</b>	<b>Tk. 15,000,000</b>	<b>61,079,634</b>	<b>76,079,634</b>



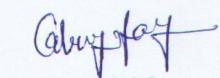
*Ashraf Uddin & Co.*  
CHARTERED ACCOUNTANTS

*Syed Abu Md. Jafor*  
Syed Abu Md. Jafor  
Managing Director  
Devnet Limited

**ASHRAF UDDIN & CO.**  
Chartered Accountants

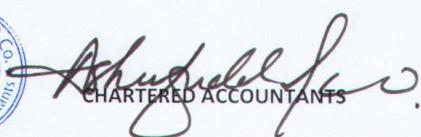
**DEVNET LIMITED**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2017**

PARTICULARS	2017 AMOUNT (Tk.)	2016 AMOUNT (Tk.)
<b>Net Profit/( Loss) After Tax for the year</b>	<b>31,017,092</b>	<b>26,967,174</b>
Depreciation	3,442,605	4,115,763
	<b>34,459,697</b>	<b>31,082,937</b>
<b>Cash Flows from operating activities:</b>		
Increase in Loan From IDLC Finance Ltd.	6,821,043	-
Decrease in Loan from Venture Investment Partners Bangladesh Ltd.	-	(750,000)
Decrease in Loan from Seaf Bangladesh Ventures Ltd.	(3,348,017)	(2,884,466)
Increase in SOD Bank Loan	2,396,991	120,161
Increase in Liabilities Expenses	(807,089)	2,346,716
Decrease in Provision for Tax	(101,160)	(22,481)
Increase in Advance deposit & Prepayments	(7,455,642)	(3,390,000)
Increase in Advance Income Tax	(666,850)	(1,512,380)
Increase in VAT deducted at source	-	(4,445,259)
Increase in Accounts Receivable	(20,661,342)	(11,343,175)
Increase in Closing Stock	(10,374,230)	(463,237)
<b>Net cash provided by operating activities</b>	<b>263,400</b>	<b>8,738,815</b>
<b>Cash Flows from Investing activities:</b>		
Purchase of Property, Plant and equipments	-	(6,035,564)
<b>Net cash used by investing activities</b>	<b>-</b>	<b>(6,035,564)</b>
<b>Cash Flows from Financing activities:</b>		
Increase in Fixed Deposit	(1,597,600)	(97,316)
<b>Net cash used by financing activities</b>	<b>(1,597,600)</b>	<b>(97,316)</b>
<b>Net cash increase in cash and cash equivalents</b>	<b>(1,334,200)</b>	<b>2,605,935</b>
Cash and cash equivalents at 1 <sup>st</sup> July, 2016	2,894,597	288,662
<b>Cash and cash equivalents at 30<sup>th</sup> June, 2017</b>	<b>1,560,397</b>	<b>2,894,597</b>

  
Syed Abu Md. Jafar

Managing Director  
Devnet Limited



  
Ashraf Uddin & Co.  
Chartered Accountants

**ASHRAF UDDIN & CO.**  
Chartered Accountants  
Annexure - A

**DEVNET LIMITED**  
**SCHEDULE OF PROPERTY, PLANT AND EQUIPMENTS**  
**AS AT 30<sup>TH</sup> JUNE, 2017**

Sl. No.	PARTICULARS	COST		RATE	DEPRECIATION		WRITTEN DOWN VALUE AS AT 30 <sup>TH</sup> JUNE, 2017
		AS AT 1 <sup>ST</sup> JULY, 2016	ADDITION		AS AT 30 <sup>TH</sup> JUNE, 2017	%	
1	Computer & Accessories	33,589,799	-	33,589,799	15%	21,896,616	1,753,977
2	Scanner	9,606,504	-	9,606,504	20%	5,564,065	808,488
3	Software	2,261,451	-	2,261,451	20%	1,904,750	71,340
4	Furniture & Fixture	2,746,517	-	2,746,517	10%	1,518,131	122,839
5	Motor Vehicles	1,490,000	-	1,490,000	20%	879,696	122,061
6	Electric Equipment	3,109,483	-	3,109,483	15%	1,896,079	182,011
7	Office Equipment	3,802,026	-	3,802,026	15%	1,865,916	290,417
8	Renovation	1,888,636	-	1,888,636	15%	1,278,817	91,473
	<b>Total Tk.</b>	<b>58,494,416</b>	-	<b>58,494,416</b>		<b>36,804,071</b>	<b>3,442,605</b>
						<b>40,246,675</b>	<b>18,247,741</b>

**Allocation of Depreciation:**  
Trading Division (10%)  
Software Service & Development Division (90%)

Tk.	344,260
	3,098,344
	<b>3,442,605</b>



ASHRAF UDDIN & CO.  
Chartered Accountants

**DEVNET LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2017

**A. Signification Accounting Policies material information:**

a) **Legal Form of the Enterprise:**

Devnet Limited was incorporated on 25<sup>th</sup> July, 2000 under the Companies Act, 1994 as a private Limited Company.

b) **Nature of Business Activities:**

The Company is Carrying on their IT related Business such as software development, System analysis, networking, database management and so on.

c) **Accounting Policies:**

Basis of Accounting: The financial Statements have been prepared historical cost convention under the Accrual Accounting Concept and a Going Concern for foreseeable future.

d) **Fixed Assets:**

Fixed Assets are stated at cost less accumulated depreciation. A detailed fixed assets schedule is attached with the Financial Statements.

e) **Depreciation:**

The depreciation of fixed assets is allocated on the basis of reducing balance method. Full year's depreciation has been charged on addition irrespective of date when the stated assets are put in to use.

f) **Assets Reorganization:**

The depreciation of fixed assets is allocated on the basis of reducing balance method. Full year's depreciation has been charged on addition irrespective of date when the stated assets are put in to use.

g) **Dividend:**

There is no dividend income of this company.

**B. Share Capital:**

a) **Authorized Capital:**

The Authorized Capital of the company is Tk. 15,000,000/- which is 1, 50,000 share of TK. 100/- each.



**ASHRAF UDDIN & CO.**  
Chartered Accountants

**b) Issued, Subscribed & Paid up Capital:**

**Sponsors Contribution:**

45,000 Ordinary Shares of Tk. 100/- each fully paid up in cash contributed by the sponsor director as per Articles of Association, 31,500 Ordinary Shares of tk. 100/- each fully paid up in cash contributed by the Sponsor Director as per introduction by the Bangladesh Bank and Duly credited in the Bank Statement.

<b>SL.</b>	<b>Name of Director</b>	<b>No. of Share</b>	<b>Face Value</b>	<b>Total</b>
1	A.K Sabbir Mahbub	38,000	100/-	Tk. 3,800,000/-
2	M. Shariful Anam	4,500	100/-	Tk. 450,000/-
3	Syed Abu Md. Jafor	15,000	100/-	Tk. 1,500,000/-
4	Ms. Masrifa Ahmed	19,000	100/-	Tk. 1,900,000/-
<b>Total</b>		<b>76,500 Shares</b>		<b>Tk. 76,50,000/-</b>
		=====		=====

**Bangladesh Bank (EEF). S Contribution:**

As per letter (Ref no. EEF/38 (76)/ 2004/431 dated 22<sup>nd</sup> April, 2004), Bangladesh Bank, EEF unit has approved to issue 73,500 Shares of Tk. 100/ each in favor of GOB, EEF unit , Bangladesh Bank.

The Share has been allotted in the name of GOB, EEF unit, Bangladesh Bank On 11-05-04. But the 1<sup>st</sup> installment of Share money has been received by the company on 4<sup>th</sup> November, 2004 and the 2<sup>nd</sup> installment of Share money has been received by the company on 16<sup>th</sup> February, 2005.

The Company has taken equity fund under the project of Equity Entrepreneur Fund for Tk. 73.50 from Bangladesh Bank for disbursement of fund. An agreement has executed between the company and Bangladesh Bank.

As per the Term and Conditions contained in the Investment agreement, that participation of the Bangladesh Bank (EEF Unit) as the agreement of the GOB in the paid up capital of the company shall not at any time exceed 49% (Forty nine Percent) of the company's total Paid up Capital.

- a) The Sponsors of the company may buy back the shares (issued by the company in favor of the government of the People's Republic of the Bangladesh) from the Bangladesh Bank (EEF Unit) at the face value thereof during the first three years commencing from the date disbursement of the equity- support.
- b) The Sponsors of the company shall buy back such shares as referred to above during the period of next three years either of the face value or at the breakup value, whichever is higher.
- c) Bangladesh Bank (EEF unit) may sell the remaining shares (not bought back by the sponsors of the company before the end of the first six years period as mentioned above) either at



**ASHRAF UDDIN & CO.**  
Chartered Accountants

the face value or at the breakup value thereof computed on the basis of the company's latest Balance Sheet certifies by the recognized Chartered Accountants Firm or at such price as may otherwise be determined by the Bangladesh Bank (EEF Unit). Whichever is the highest to the Bank DFI or to whoso ever is interested in buying such shares.

- d) During the subsistence of the EEF equity support to the company, the sponsors/ Directors thereof shall not sell or transfer otherwise their shareholding in the company without prior approval in writing of the Bangladesh Bank (EEF Unit).

**C. TAX EXEMPTION:**

The Company is enjoying a Tax exemption benefit as per Sixth Schedule, Part-A, Clause-33 of Income Tax Ordinance 1984 from 01/07/2008 to 30/06/2024.



**ASHRAF UDDIN & CO.**  
Chartered Accountants

	2017 AMOUNT (Tk.)	2016 AMOUNT (Tk.)
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**01 ADVANCE, DEPOSIT & PREPAYMENTS:**

Office Rent	4,240,050	480,423
Advance salary to Employees	1,150,082	858,860
Security Deposit & Others	5,771,831	5,832,300
Working Advance	3,936,646	471,384

Tk.	<u>15,098,609</u>	<u>7,642,967</u>
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**02 ADVANCE INCOME TAX:**

Last Year Balance	7,060,747	5,548,367
Add:		
TDS against Sales	648,743	1,508,488
TDS against Interest	18,107	3,893

Tk.	<u>7,727,597</u>	<u>7,060,747</u>
-----	------------------	------------------

**03 VAT DEDUCTED AT SOURCE:**

Last Year Balance	17,309,087	12,863,828
Add: Current year		4,445,259
Less: Adjustment	(17,309,087)	

Tk.	<u>-</u>	<u>17,309,087</u>
-----	----------	-------------------

**04 CASH AND CASH EQUIVALENTS:**

Cash in hand	1,165,484	197,148
<u>Cash at Bank :</u>	394,913	2,697,449

NCC Bank CD A/C- 0012-0210016085  
 NCC Bank STD A/C -0012-032500811  
 City Bank - 1401182723001

158,633	1,301,855
-	2,239
236,280	1,393,355

Tk.	<u>1,560,397</u>	<u>2,894,597</u>
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**ASHRAF UDDIN & CO.**

Chartered Accountants

**05 RETAINED EARNINGS**

Last Year Balance	<u>74,787,639</u>	<u>61,079,634</u>
Less: Adjustment during the period	61,079,634	34,112,460
Add. Current Year Profit after Tax	(17,309,087)	-
Tk.	<u>31,017,092</u>	<u>26,967,174</u>
	<u>74,787,639</u>	<u>61,079,634</u>

**06 LOAN FROM BANK (SOD):**

NCC Bank SOD A/C No 0140000564	<u>3,435,615</u>	<u>1,038,624</u>
SOD Loan- City Bank, Dhanmondi Branch.	2,362,536	-
	1,073,079	1,038,624

**07 LIABILITIES FOR EXPENSES:**

Salary	4,766,031	5,598,832
Utility Expenses	286,895	261,183
Office Rent	215,820	215,820
Audit Fee	28,000	28,000
Tk.	<u>5,296,746</u>	<u>6,103,835</u>

**08 INCOME FROM SERVICES:**

Services	<u>-</u>	<u>85,000</u>
Tk.	<u>-</u>	<u>85,000</u>

**09 INCOME FROM SOFTWARE DEVELOPMENT & ITES:**

Sales	<u>107,322,872</u>	<u>90,663,410</u>
Tk.	<u>107,322,872</u>	<u>90,663,410</u>
	<u>107,322,872</u>	<u>90,663,410</u>

**10 INTEREST INCOME:**

From FDR	<u>123,878</u>	<u>97,316</u>
	123,878	97,316



**ASHRAF UDDIN & CO.**

Chartered Accountants

Tk. <u>123,878</u>	<u>97,316</u>
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**11 INCOME FROM SCANNER SALES:**

Sales

Tk. <u>17,865,627</u>	<u>16,515,627</u>
-----------------------	-------------------

17,865,627	16,515,627
------------	------------

<u>Tk. <u>17,865,627</u></u>	<u><u>16,515,627</u></u>
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**12 COST OF SALES:**

Opening Stock

Tk. <u>10,976,392</u>	<u>10,187,920</u>
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Add: Import (Purchase)

2,530,300	2,067,063
-----------	-----------

19,981,835	9,460,908
------------	-----------

<u>22,512,135</u>	<u>11,527,971</u>
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Less: Closing Stock

12,904,530	2,530,300
------------	-----------

9,607,605	8,997,671
-----------	-----------

Add: Direct Expense

1,368,786	1,190,249
-----------	-----------

<u>Tk. <u>10,976,392</u></u>	<u><u>10,187,920</u></u>
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**13 TOTAL TURNOVER:**

Tk. <u>125,188,499</u>	<u>107,264,037</u>
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Income from Scanner Sales (Note: 11)

17,865,627	16,515,627
------------	------------

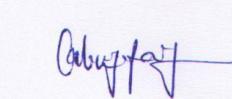
Income from Software Development &amp; ITES (Note: 09)

107,322,872	90,663,410
-------------	------------

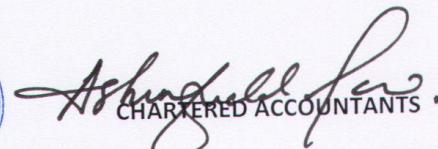
Income from Service (Note: 08)

85,000	
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<u>Tk. <u>125,188,499</u></u>	<u><u>107,264,037</u></u>
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S. Name : Jafar  
Managing Director  
Devnet Limited

CHARTERED ACCOUNTANTS

## 5.4 Bank Solvency (GPAD)



### BANASREE BRANCH

Plot # 320, Road # 16, Block # K, South Banasree R/A, Dhaka-1219  
Phone: 47291441-3, Email: [info@ucb.com.bd](mailto:info@ucb.com.bd), Web: [www.ucb.com.bd](http://www.ucb.com.bd)

UCB/BNS/Certificate/SOL/2022/536

June 6, 2022

#### To Whom It My Concern

This is to certify that GEO-PLANNING FOR ADVANCED DEVELOPMENT (GPAD), represented by its Managing Director: **Md. Rejaur Rahman** and having business address at HOUSE-11, ROAD-04, BLOCK-J RAMPURA, BANASREE, DHAKA-1219, has been maintaining a Current Bank account with us bearing account number **126210100005390** with credit Balance **BDT Tk. 17,16,986.61** as on 19/04/2022.

So far we know the firm is financially sound and solvent.

We wish them every success in all respect.



(Md. Toshar Ahamed)

Sr. Executive Officer &  
GB-In charge



(Abdus Samad Azad)

Vice President &  
Operation Manager

#### **United Commercial Bank Limited**

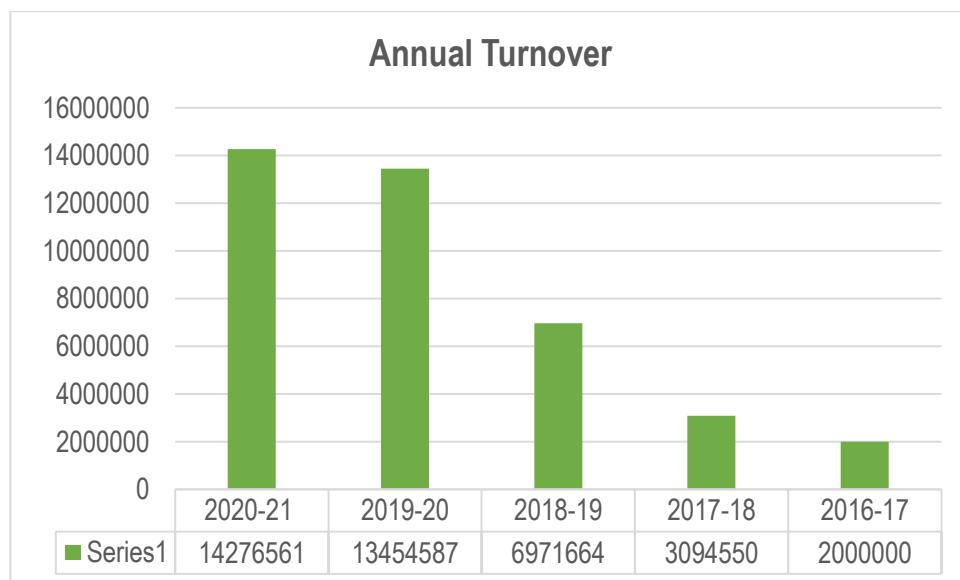
Corporate Office: Plot-CWS(A)-1, Road No-34,  
Gulshan Avenue, Dhaka-1212, Bangladesh,  
Phone: +880-2-55668070, +8809610999999, E-mail: [info@ucb.com.bd](mailto:info@ucb.com.bd)

[www.ucb.com.bd](http://www.ucb.com.bd)

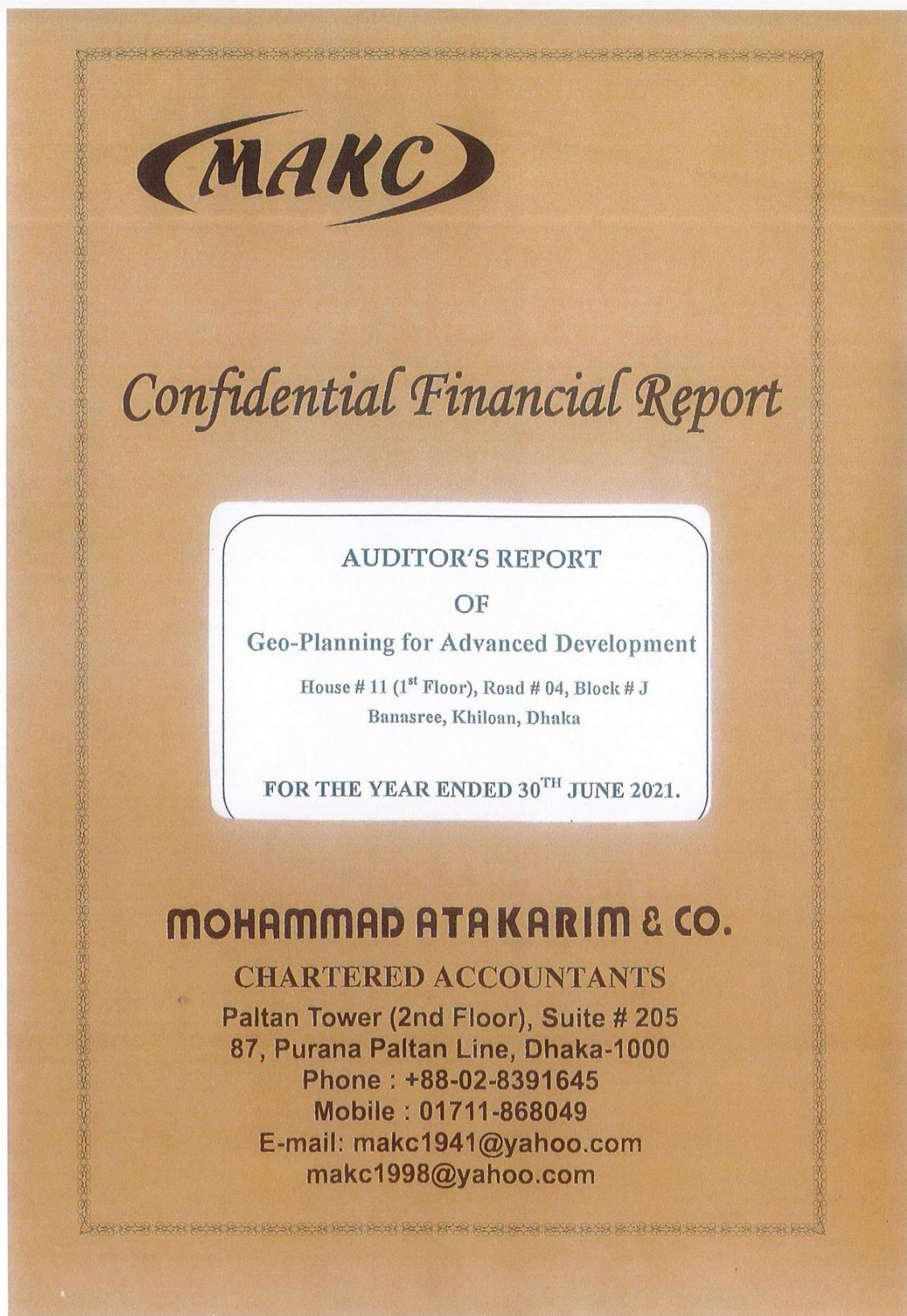
## 5.5 Financial Turnover (GPAD)

- a) 2020-21 : Tk. 1,42,76,561.00
- b) 2019-20 : Tk. 1,34,54,587.00
- c) 2018-19 : Tk. 69,71,664.00
- d) 2017-18 : Tk. 30,94,550.00
- e) 2016-17 : Tk. 20,00,000.00

Annual Turnover of the firms is now increasing gradually as some of the major projects are under implementation in Bangladesh. The last five years' average turnover is shown below.



## 5.6 Audit Report [GPAD (Last 05 Years)]

**FINANCIAL STATEMENT - Financial Year: 2020-2021**



# MOHAMMAD ATA KARIM & CO.

## CHARTERED ACCOUNTANTS

Ref: MAKC/GPAD/AF.05.22/158

Date: 29.11.2021

### AUDITORS' REPORT

We have audited the accompanying Financial Statements of **Geo-Planning for Advanced Development, House # 11 (1<sup>st</sup> Floor), Road # 04, Block # J, Banasree, Khiloan, Dhaka**, which comprise the **Statement Of Financial Position** as at 30<sup>th</sup> June 2021 and with the **Statement Of Comprehensive Income And Statement of Cash Flow** for the year then ended as at 30<sup>th</sup> June, 2021 and a summary of significant accounting policies and other explanatory notes.

Management is responsible for the preparation and fair presentation of these Financial Statements in accordance with International Financial Reporting Standards (IFRS), and for such internal control as management determines is necessary to enable the preparation of Financial Statements that are free from material misstatement. Our responsibility is to express an independent opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing (ISA) as adopted by The Institute of Chartered Accountants of Bangladesh (ICAB). Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the Financial Statements are free from material misstatement. An audit includes examination, on a test basis, evidence supporting the amounts and disclosures in the financial statements.

#### Opinion

In our opinion, the Financial Statement present fairly, in all material respects, the financial position of "**Geo-Planning for Advanced Development**" as at 30<sup>th</sup> June 2021 and its financial performance and Cash Flows for the year ended, in accordance with International Financial Reporting Standards (IFRS) and other applicable laws and regulations.

We also report that:

- a) we have obtained all of the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit and made due verification thereof;
- b) in our opinion, proper books of accounts as required by law have been kept by the organization as far as it appeared from our examination of those books; and
- c) the **Statement Of Financial Position** and **Statement Of Comprehensive Income And Statement of Cash Flow** dealt with by the report are in agreement with the books of accounts.

Place: Dhaka



**Mohammad Ata Karim & Co.**  
Chartered Accountants  
ICAB Enrollment No: 66

87, Purana Paltan Line, Paltan Tower (2nd Floor) Suite No. 205, Dhaka-1000, Phone : +8802-8391645  
Cell : 01711-868049, E-mail: makc1941@yahoo.com, makc1998@yahoo.com

Continuation Sheet

M A K C

### Geo-Planning for Advanced Development

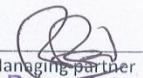
House # 11 ( 1st Floor), Road # 04, Block#J, Banasree, Khilgoan, Dhaka

#### Statement of Financial Position (Balance Sheet)

As at 30Th June'2021

Notes	Amount in Taka	
	30.06.2021	30.06.2020
<b>Property &amp; Assets</b>		
<b>Non-current assets</b>		
<i>Tangible</i>		
Machinery , Property, plant and equipment	3.00	2,208,201.00 2,208,201.00
<i>Current assets</i>		
Rent Advances , deposits & pre-payments		1,074,369.00
Cash and cash equivalents	4.00	40,000.00 1,034,369.00 - 355,713.00
<b>TOTAL PROPERTY ASSETS</b>		<b>3,282,570.00 2,563,914.00</b>
<b>CAPITAL &amp; LIABILITIES</b>		
<i>Current liabilities</i>		
Liabilities for expenses	2.00	337,750.00
Short Term Loan from Partner's		- 525,638.00
<i>Capital</i>		
Partner's Capital	1.00	2,944,820.00
Retained Earnings		- 2,038,276.00
<b>TOTAL CAPITAL &amp; LIABILITIES</b>		<b>3,282,570.00 2,563,914.00</b>

The annexed notes form an integral part of these financial statements.

  
 Managing partner  
**Md. Rejaur Rahman**  
 Managing Partner  
 Geo-Planning for Advanced Development

Signed as per our annexed report of even date.

Dated;  
Dhaka,



  
 Mohammad Ata Karim & Co.  
 Chartered Accountants

Continuation Sheet

M A K C

### Geo-Planning for Advanced Development

#### Statement of Comprehensive Income

For the period ended June 30, 2021

	Note	Amount in Taka	
		30.06.2021	30.06.2020
<b>(a) Income:</b>			
Bill Received From Client as Consultancy Fees As per Bank deposit ( Excluding VAT.) Including TDS		14,554,110.00	11,514,893.00
<b>Total Income</b>		<b>14,554,110.00</b>	<b>11,514,893.00</b>
<b>(b) Expenditure :</b>			
Salary & Allowance ( Through Bank TRF)		7,998,783.00	6,499,587.00
Wages / Field Survey & Transport with Per Diem		2,767,359.00	2,175,063.00
Conveyance		94,741.00	470,816.00
Supervision fee		99,782.00	-
Amonia Print		155,746.00	-
Dish bill		7,200.00	-
Office Expenses / Winter Cloth with Hotel rent		89,745.00	259,000.00
Travelling		55,786.00	-
Repair & Maintenance		90,752.00	-
Printing & stationery		83,016.00	1,033,494.00
Office Rent ( Including TDS )		216,000.00	502,342.00
Utility & Service Charge		36,000.00	45,913.00
Photocopy		68,945.00	-
Food Allowance/ Tiffin Allowance		101,585.00	-
Bank charge		10,801.00	4,811.00
Trade License Including VAT. Tk. 1,095/-		8,395.00	-
Legal Fees Tk. 10,000/- & Audit Fees Tk. 10,000/-		20,000.00	-
Mobile allowance		48,365.00	102,739.00
Electricity Bill		55,404.00	-
Internet bill		24,000.00	-
Computer and Printer Accessories		54,850.00	-
Misc. Expenses		79,840.00	-
Entertainment / Picnic		88,748.00	605,226.00
Tracing Print		185,900.00	-
Tender Document		84,560.00	-
3d View		54,896.00	-
Office Equipment		65,818.00	-
<b>Total Expenditure</b>		<b>12,647,017.00</b>	<b>11,698,991.00</b>
(i) Net profit/Loss ( a-b) Before Tax		<b>1,907,093.00</b>	<b>(184,098.00)</b>
Less. Tax on Profit / Loss ( Minimum Tax )		<b>277,208.00</b>	<b>-</b>
<b>(ii) But Al-Ready Tax Paid</b>		<b>280,549.00</b>	<b>-</b>
Tax deduction against Consultancy		277,549.00	-
TDS against Trade Licensse Renewal		3,000.00	-
<b>Net Profit/(Loss) after tax (i-ii)</b>		<b>1,626,544.00</b>	<b>(184,098.00)</b>
Add : Last year Balance (Retained Earnings)		2,038,276.00	2,222,374.00
Retain Earning TRF to Partner's ( Note-1) Capital		<b>3,664,820.00</b>	<b>2,038,276.00</b>

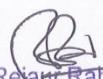
The annexed notes form an integral part of these financial statements.

Signed as per our annexed report of even date.

Dated;  
Dhaka,



Mohammad Ata Karim & Co.  
Chartered Accountants

Managing partner   
Md. Rejaur Rahman  
Managing Partner  
Geo-Planning for Advanced Development

Continuation Sheet

M A K C

### Geo-Planning for Advanced Development

#### Statement of Cash Flows

For the period ended June 30, 2021

	Notes	Amount (in Taka)
		30.06.2021
<b>A. Cash flow from operating activities:</b>		
Total Income		14,554,110.00
Expenditure		(12,647,017.00)
TDS / AIT		(280,549.00)
Depreciation		(187,888.00)
Current liabilities		(40,000.00)
Advance, deposit prepayment		(2,220,000.00)
Drawings ( Partner)		<u>(821,344.00)</u>
<b>Cash flow from operating activities (A):</b>		<u>(821,344.00)</u>
<b>B. Cash flow from investing activities:</b>		
Addition of Property, plant & equipment		-
<b>Cash flow from investing activities (B):</b>		<u>-</u>
<b>C. Cash flow from financing activities:</b>		
Partner's Capital		1,500,000.00
<b>Cash flow from financing activities (C):</b>		<u>1,500,000.00</u>
<b>Total cash inflow during the year (A+B+C):</b>		678,656.00
Cash and bank balance at the beginning of the year		355,713.00
Cash and bank balance at the end of the year	4	<u>1,034,369.00</u>

The annexed notes form an integral part of these financial statements.

  
 Managing partner  
**Md. Rejaur Rahman**  
 Managing Partner  
 Geo-Planning for Advanced Development

Signed in terms of our separate report of even date annexed.

Dated;  
Dhaka,



  
 Mohammad Ata Karim & Co.  
 Chartered Accountants

Page 4

*Continuation Sheet*

*M A K.C*

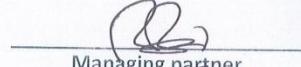
## Geo-Planning for Advanced Development

### Notes to the Financial Statements

For the period ended June 30, 2021

#### 3.00 Machinery , Property, plant and equipment

Particulars	Cost			Depreciation		WDV as at 30 Th June' 2021
	Opening Balance as at 01.07.2020	Addition during the year	Total Value	Rate	Charged during the year	
Computer & Accessories	-	-	-	At cost	-	-
Furniture & Fixture , E.T.C	2,208,201.00	-	2,208,201.00	At cost	-	2,208,201.00
<b>Total</b>	<b>2,208,201.00</b>	<b>-</b>	<b>2,208,201.00</b>		<b>-</b>	<b>2,208,201.00</b>



Managing partner  
**Md. Rejaur Rahman**  
 Managing Partner  
 Geo-Planning for Advanced Development



*Continuation Sheet*

*M A K C*

### Geo-Planning for Advanced Development

Notes to the Financial Statements  
For the period ended June 30, 2021

Sl. No.	Amount (in Taka)
	30.06.2021
<b>1.00 Partner's Capital details As under: ( A+B)</b>	<b>2,944,820.00</b>
<b>(A) Md. Rejaur Rahman :</b>	
Opening Balance	
Add. Investment This Year	750,000.00
Add. Retain Earning /Profit after	
Tax 50%	1,832,410.00
	2,582,410.00
Less : Drawing	(1,110,000.00) <b>1,472,410.00</b>
<b>(B) Md. Rejaur Rahman :</b>	
Opening Balance	
Add. Investment This Year	750,000.00
Add. Retain Earning /Profit after	
Tax 50%	1,832,410.00
	2,582,410.00
Less : Drawing	(1,110,000.00) <b>1,472,410.00</b>
<b>2.00 Liabilities for Expenses:</b>	
Rent June'2021	18,000.00
Salary June'2021	295,100.00
Electric Bill June'2021	4,650.00
Legal Fees Tk. 10,000/- & Audit Fees Tk. 10,000/-	20,000.00
	<b>337,750.00</b>
<b>3.00 Machinery , Property, plant and equipment</b>	<b>2,208,201.00</b>
<b>4.00 Cash and cash equivalents:</b>	
Cash in hand	54,027.00
Cash at bank ( Note 4.a)	980,342.45
	<b>1,034,369.00</b>
<b>4.a Cash at bank</b>	
AB Bank Current A/C 4011-593649-000	163,480.00
Bangladesh Krishi Bank Current Deposit A/C # 4127-0210009079	169,931.70
UCBL SME Current Deposit A/C # 1262101000005390	646,930.75
	<b>980,342.45</b>



  
Managing partner  
**Md. Rejaur Rahman**  
Managing Partner  
Geo-Planning for Advanced Development.

*Continuation Sheet*

*M A K C*

**Geo-Planning for Advanced Development**  
**House # 11 ( 1st Floor), Road # 04, Block#J, Banasree, Khilgoan, Dhaka**

Statement of Cheque & Cash Deposit to Bank as on 30th June, 2021

Bill Received by Cheque & Deposit to Bank

1. United Commercial Bank Ltd. A/C#1262101000005390 total deposited	Tk. 8,439,777.00
2. Bangladesh Krishi Bank A/C # 4127-0210009079 total deposited	Tk. 5,836,979.70
3. AB Bank A/C # 4011-593649-000 total deposited	Tk. 1,101,172.50
	<hr/>

Total Bank Deposit	15,377,929.20
--------------------	---------------

Less.

AB Bank A/C # 4011-593649-000 dated 23/08/21 Reversal	172.50
Dated 18/08/20 From Krishi A/C 079 to AB Bank A/C 49000	120,000.00
Dated 25/08/20 From Krishi A/C 079 to AB Bank A/C 49000	50,000.00
Dated 22/11/20 From Krishi A/C 079 to AB Bank A/C 49000	250,000.00
Dated 14/12/20 From UCB A/C 5390 to AB Bank A/C 49000	250,000.00
Dated 08/02/21 From Krishi A/C 079 to AB Bank A/C 49000	280,000.00

Cash Deposited To AB Bank A/C 49000 ( earlier Cash withdrawn from Another Bank A/C 1,000/- +50,000/- +1,00,000/- Dated 14/12/20 from Krishi A/C 079 By Bank as per Their Policy	151,000.00
	196.00

Total Bill received during the year ( Excluding VAT+TAX)	<hr/> 1,101,368.50
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<hr/> 14,276,561.00
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Managing partner  
**Md. Rejaur Rahman**  
 Managing Partner  
 Geo-Planning for Advanced Development

*Continuation Sheet*

*M A K C*

**Geo-Planning for Advanced Development**  
VAT & TDS (From 1 July 2020 to 30 June 2021)

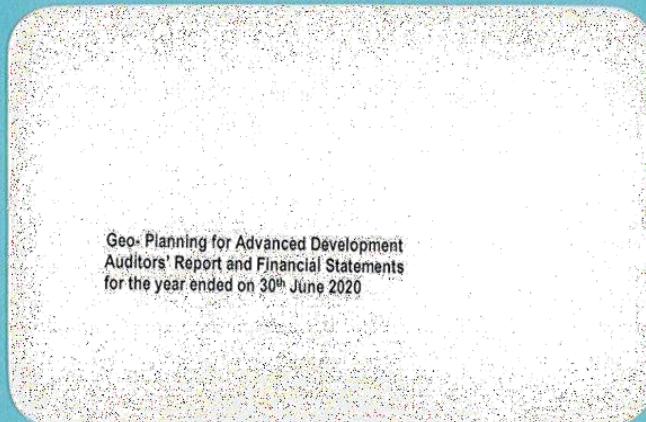
S.L	Challan date	Challan Number	Particulars	VDS (Taka)	AIT (Taka )/ TDS
1	13/08/2020	T-151	WSUP Bangladesh	-	34,765.00
2	24/08/2020	40	CCDB	-	48,007.20
3	29/09/2020	T-25	WSUP Bangladesh	-	34,765.00
4	05/11/2020	T-16	WSUP Bangladesh	-	17,383.00
5	29/12/2021	T-152	SNV NETHERLANDS DEV. ORG.	-	12,174.00
6	24/03/2021	7	CCDB	-	48,007.00
7	20/09/2021	428	IMC WORLDWIDE LTD.	-	8,379.00
8	For 2020-21	Certificate	Bangladesh Railway	42,976.00	11,460.00
9	18/07/2021	T-104	BoP INNOVATION (June'21)	-	62,609.00
Total:				42,976.00	277,549.20

  
 Managing partner  
 Md. Rejaur Rahman  
 Managing Partner  
 Geo-Planning for Advanced Development



## FINANCIAL STATEMENT - Financial Year: 2019-2020

**PRIVATE & CONFIDENTIAL**



**A B S Chowdhury & Co.**  
**CHARTERED ACCOUNTANTS**

Flat No. 2-D (1st Floor), 982 East Shewrapara, Dhaka-1216  
Mobile : +8801922015431, E-mail : chowdhuryabs@gmail.com

REPORT TO THE MANAGEMENT

OF

Geo- Planning for Advanced Development

We have compiled the accompanying financial statements of Geo- Planning for Advanced Development the statement of financial position as at 30<sup>th</sup> June 2020 the statement of profit & loss accounts for the year then ended a summary of significant accounting policies and other explanatory notes.

*The Responsibility of the Management*

Management of Geo- Planning for Advanced Development are solely responsible for the information contained in the financial statements and have determined that the financial reporting framework/basis of accounting used is appropriate to meet their needs and for the purpose that the financial statements were prepared.

*Our Responsibility*

On the basis of information provided by the management we have compiled the accompanying financial statements in accordance with the financial reporting framework/basis of accounting and International Standard on Related Services applicable to compilation of Financial Information.

Our procedures involve accounting expertise to collect, classify and summarise the financial information, which management provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The financial statements were compiled exclusively for the benefit of the Management. We do not accept responsibility to any other person for the contents of the financial statements.

Dated: Dhaka  
20-10-2020



A B S Chowdhury & Co.  
Chartered Accountants



Flat No. 2-D (1st Floor), 982 East Shewrapara, Dhaka-1216  
Mobile : +8801922015431, E-mail : chowdhuryabs@gmail.com

A B S Chowdhury & Co.  
Chartered Accountants

### **Geo- Planning for Advanced Development**

GP Ja 61, wireless, Mohakhali, Gulshan, dhaka

#### **BALANCE SHEET**

AS ON 30TH JUNE, 2020

<u>PARTICULARS</u>	<u>NOTE</u>	<u>AMOUNT (TK.)</u>
<b>Non-current assets</b>		<b>2,208,201</b>
<b>CURRENT ASSETS</b>		
CASH IN HAND		1,420
CASH AT BANK		354,293
<b>TOTAL ASSETS</b>		<b>2,563,914</b>
<b>CAPITAL &amp; LIABILITIES</b>		
<b>CAPITAL</b>		
Profit & Loss Ac	1	2,038,276
<b>LIABILITIES</b>		
Short Term Loan	2	525,638
<b>TOTAL CAPITAL &amp; LIABILITIES</b>		<b>2,563,914</b>

Proprietor

Dated Dhaka  
20 October 2020

  
A B S Chowdhury & Co.  
Chartered Accountants



### **Geo- Planning for Advanced Development**

GP Ja 61, wireless, Mohakhali, Gulshan, dhaka

#### **INCOME STATEMENT FOR THE YEAR ENDED 30TH JUNE, 2020**

<b>SL.NO.</b>	<b>PARTICULARS</b>	<b>NOTE</b>	<b>AMOUNT (TK.)</b>	<b>AMOUNT (TK.)</b>
A	Consultancy Fee			11,514,893
B	<b>LESS: OPERATING &amp; ADMINISTRATIVE EXPENSES :</b>			
	Salary		6,499,587	
	Office rent		502,342	
	Utility		45,913	
	Printing & Stationaries		1,033,494	
	Conveyance		470,816	
	Entertainment		536,950	
	Field Survey		1,052,654	
	Transport & PER Diem		1,122,409	
	Internet & Mobile		102,739	
	Picnic		68,276	
	Hotel Rent		249,000	
	Winter Cloth		10,000	
	Bank Charge		4,811	
	<b>TOTAL OPERATING &amp; ADMINISTRATIVE EXPENSES</b>			11,698,991
C	<b>NET OPERATING LOSS (CURRENT YEAR)</b>	(A-B)		<b><u>(184,098)</u></b>

Dated Dhaka  
20 October 2020

  
A B S Chowdhury & Co.  
Chartered Accountants



A B S Chowdhury & Co.  
Chartered Accountants

## **Geo- Planning for Advanced Development**

GP Ja 61, wireless, Mohakhali, Gulshan, dhaka

### **Notes To the Accounts** FOR THE YEAR ENDED 30TH JUNE, 2020

**Note- 01: Profit & Loss Ac**

Opening Balance	2,222,374
Add: during the year	<u>(184,098)</u>
	<b>2,038,276</b>

**Note- 02: Short Term Loan**

Opening Balance	287,000
Add: during the year	<u>238,638</u>
	<b>525,638</b>



A B S Chowdhury & Co.  
Chartered Accountants

**Geo- Planning for Advanced Development**

GP Ja 61, wireless, Mohakhali, Gulshan, dhaka

**Receipts and Payments Statement**

Particulars	Notes	Amount (Tk)
		<b>30.06.2020</b>
<b>Opening Balances</b>		
Cash in Hand		<b>29,205</b>
Cash at Bank		<b>1,671,851</b>
<b>Receipts:</b>		
Consultncy Fee		11,514,893
Loan		238,638.00
<b>Total Receipts:</b>		<b>13,454,587</b>
<b>Payments:</b>		
Salary		6,499,587
Office rent		502,342
Utility		45,913
Printing & Stationaries		1,033,494
Conveyance		470,816
Entertainment		536,950
Field Survey		1,052,654
Transport & PER Diem		1,122,409
Internet & Mobile		102,739
Picnic		68,276
Hotel Rent		249,000
Winter Cloth		10,000
Equipment & Furniture		1399883
Bank Charge		4,811
<b>Total Payments</b>		<b>13,098,874</b>
<b>Closing Balances:</b>		
Cash in Hand		<b>1,420</b>
Cash at Bank		<b>354,293</b>
<b>Total</b>		<b>13,454,587</b>



## FINANCIAL STATEMENT - Financial Year: 2018-2019

**PRIVATE & CONFIDENTIAL**



**Geo- Planning for Advanced Development**

**Audited Report & Financial Statements  
For the year ended 30<sup>th</sup> June 2019**

**A B S Chowdhury & Co.  
CHARTERED ACCOUNTANTS**

Flat No. 2-D (1st Floor), 982 East Shewrapara, Dhaka-1216  
Mobile : +8801922015431, E-mail : chowdhuryabs@gmail.com



REPORT TO THE MANAGEMENT  
OF

**Geo- Planning for Advanced Development**

We have compiled the accompanying financial statements of **Geo- Planning for Advanced Development** which comprises the statement of financial position as at 30<sup>th</sup> June 2019, the statement of profit & loss accounts, for the year then, ended a summary of significant accounting policies and other explanatory notes.

*The Responsibility of the Management*

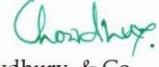
Management are solely responsible for the information contained in the financial statements and have determined that the financial reporting framework/basis of accounting used is appropriate to meet their needs and for the purpose that the financial statements were prepared.

*Our Responsibility*

On the basis of information provided by the management we have compiled the accompanying financial statements in accordance with the financial reporting framework/basis of accounting and International Standard on Related Services applicable to compilation of Financial Information.

Our procedures involve accounting expertise to collect, classify and summarise the financial information, which management provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The financial statements were compiled exclusively for the benefit of the Management. We do not accept responsibility to any other person for the contents of the financial statements.

   
A B S Chowdhury & Co.  
*Chartered Accountants*

Date: 30 October, 2019  
Dhaka

Flat No. 2-D (1st Floor), 982 East Shewrapara, Dhaka-1216  
Mobile : +8801922015431, E-mail : chowdhuryabs@gmail.com



### **Geo- Planning for Advanced Development**

GP Ja 61, wireless, Mohakhali, Gulshan, dhaka

**INCOME STATEMENT**  
FOR THE YEAR ENDED 30TH JUNE, 2019

<u>SL.NO.</u>	<u>PARTICULARS</u>	<u>NOTE</u>	<u>AMOUNT (TK.)</u>	<u>AMOUNT (TK.)</u>
A	Consultnacy Fee			6,474,664
B	<b>LESS: OPERATING &amp; ADMINISTRATIVE EXPENSES :</b>			
	Salary		2,353,800	
	Office rent		340,000	
	Utility		67,800	
	Printing & Stationaries		530,000	
	Conveyance		746,008	
	Entertainment		440,000	
	Internet		32,000	
	Bank Charge		3,982	
	TOTAL OPERATING & ADMINISTRATIVE EXPENSES			4,513,590
C	<b>NET OPERATING PROFIT (CURRENT YEAR)</b>	(A-B)		<u>1,961,074</u>

Dated Dhaka  
30 October 2019

  
A B S Chowdhury & Co.  
Chartered Accountants



Particulars	Notes	Amount (Tk)
		<b>30.06.2019</b>
<b>Opening Balances</b>		
Cash in Hand		20,711.00
Cash at Bank		309,289
<b>Receipts:</b>		
Consultancy Fee		6,474,664
Loan		167,000.00
<b>Total Receipts:</b>		<b><u>6,971,664</u></b>
<b>Payments:</b>		
Salary		2,353,800.00
Office rent		340,000
Utility		67,800
Stationaries		530,000
Conveyance		746,007
Entertainment		440,000
Internet		32,000
Bank Charge		3,983
Furniture		757,018
<b>Total Payments</b>		<b><u>5,270,608</u></b>
<b>Closing Balances:</b>		
Cash in Hand		29,205
Cash at Bank		1,671,851
<b>Total</b>		<b><u>6,971,664</u></b>



**Notes To the Accounts**  
**FOR THE YEAR ENDED 30TH JUNE, 2019**

**Note- 01: Profit & Loss Ac**

Opening Balance	261,300
Add: during the year	<u>1,961,074</u>
	<b><u>2,222,374</u></b>

**Note- 02: Short Term Loan**

Opening Balance	120,000
Add: during the year	<u>167,000</u>
	<b><u>287,000</u></b>



## FINANCIAL STATEMENT - Financial Year: 2017-2018

**PRIVATE & CONFIDENTIAL**



THE FINANCIAL STATEMENTS  
OF  
GEO-PLANNING FOR ADVANCED DEVELOPMENT  
FOR THE YEAR ENDED JUNE 30, 2018

**A B S Chowdhury & Co.**  
**CHARTERED ACCOUNTANTS**

Flat No. 2-D (1st Floor), 982 East Shewrapara, Dhaka-1216  
Mobile : +8801922015431, E-mail : chowdhuryabs@gmail.com

THE FINANCIAL STATEMENTS  
OF  
GEO-PLANNING FOR ADVANCED DEVELOPMENT  
FOR THE YEAR ENDED JUNE 30, 2018



REPORT  
OF  
GEO-PLANNING FOR ADVANCED DEVELOPMENT

We have compiled the accompanying financial statements of **GEO-PLANNING FOR ADVANCED DEVELOPMENT** comprise the statement of Financial Position as at 30<sup>th</sup> June 2018, the statement of profit & loss accounts, for the year then ended a summary of significant accounting policies and other explanatory notes.

*The Responsibility of the Management*

Management of **GEO-PLANNING FOR ADVANCED DEVELOPMENT** are solely responsible for the information contained in the financial statements and have determined that the financial reporting framework/basis of accounting used is appropriate to meet their needs and for the purpose that the financial statements were prepared.

*Our Responsibility*

On the basis of information provided by the management we have compiled the accompanying financial statements in accordance with the financial reporting framework/basis of accounting and International Standard on Related Services applicable to compilation of Financial Information.

Our procedures involve accounting expertise to collect, classify and summarise the financial information, which management provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The financial statements were compiled exclusively for the benefit of the Management. We do not accept responsibility to any other person for the contents of the financial statements.

 *Chowdhury*  
A B S Chowdhury & Co.  
Chartered Accountants

Date: November 28, 2018  
Dhaka



Flat No. 2-D (1st Floor), 982 East Shewrapara, Dhaka-1216  
Mobile : +8801922015431, E-mail : chowdhuryabs@gmail.com

A B S CHOWDHURY & CO.  
Chartered Accountants

GEO- PLANNING FOR ADVANCED DEVELOPMENT  
STATEMENT OF FINANCIAL POSITION  
As at 30 June 2018

	Notes	June'2018	Taka
<b>ASSETS</b>			
Non-Current Assets:			
Property, Plant and Equipment		500,000	500,000
Current Assets:			
Preliminary Expenses		316,490	-
Cash and cash Equivalents	2.00		316,490
<b>TOTAL ASSETS</b>		<u>816,490</u>	
<b>EQUITY &amp; LIABILITIES</b>			
Equity:			
Capital		76,490	448,700
Retained Earnings		(372,210)	
Current Liabilities:			
Other Liabilities	3.00	740,000	740,000
<b>TOTAL EQUITY &amp; LIABILITIES</b>		<u>816,490</u>	

The Annexed Notes 01-10 form an integral part of these financial statements.

Managing Director

As per our report of same date.

Place: Dhaka  
Date: November 28, 2018



  
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**GEO- PLANNING FOR ADVANCED DEVELOPMENT  
STATEMENT OF COMPREHENSIVE INCOME & EXPENDITURE**  
For the period from 1 July 2017 to 30 June 2018

Particulars	Notes	2017-2018
		Taka
<b>Income</b>		
Consultancy fee		300,000
		300,000
<b>Operating Expenses</b>		
Office & Administrative Expenses	4	670,792
		670,792
		-
<b>Income From Operating Activities</b>		(370,792)
Bank Charges		1,418
<b>Net Loss</b>		<u>(372,210)</u>

The Annexed Notes 01-10 form an integral part of these financial statements.

Managing Director

As per our report of same date.

Place: Dhaka  
Date: November 28, 2018

  
A B S CHOWDHURY & CO.  
Chartered Accountants



## Section:6 List of Key ICT Staff/Expert with Details



Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
1	Mohammad Emran Hasan (Devnet)	Chief Technology Officer (CTO)	emran@devnetlimited.com	15 Years	<p><b>More than 35 project complete, major project title below:</b></p> <p>1.Development of Web Based Software &amp; Training for BASB Automation System      2.IDCOL Digitization Project      3.Digitization of Handwritten Manuscripts, Old Newspapers and Rare Collection of Dhaka University Library      4.Developing Digital Land Record (Khotian) System      5.Software development for NID based SIM registration process      6.Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries      7.KYC Management Solution for bKash Limited      8.Web based archiving software, Scanning, Data Entry and Archiving of Patient Records      9.Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.      10.Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited      11.Electronic Document Management System (EDMS), Workflow Module, ADC Module OCR/OCR software for Southeast Bank Limited      12.Development, Supply, Installation, Integration, Testing, Commissioning &amp; Implementation of Digital Archive Work Flow Process Solution for The City Bank Limited      13.Electronic Document Management (EDMS) for BANBEIS, bKash Limited      14.Developing Online Database of Govt. Land in Keraniganj and Information Dissemination</p> <p><b>Major project role below</b></p> <ul style="list-style-type: none"> <li>• Project Management</li> <li>• Create a timeline for development and deployment of technology services</li> <li>• Requirement analysis, project Design &amp; monitoring</li> <li>• Develop technical aspects of the company's strategy to ensure alignment with its business goals</li> <li>• Reduce the risk of technological breaches</li> <li>• Build quality assurance and data protection processes</li> </ul>	<p>Bachelor of Business Administration (BBA)</p> <p><b>OTHER TRAINING</b></p> <p>Zend Certified Engineer (ZCE)03 / 2009 Zend Inc. License: ZEND009129</p>	<p>✓ PHP, Ruby, Java, Node.js, JavaScript, MongoDB      ✓ MySQL, MS SQL Server, Memache      ✓ Redis, SQLite, Drupal 6/7      ✓ Wordpress, Symfony2, CodeIgniter, Zend Framework      ✓ Ruby on Rails, Backbone.js      ✓ Query, jQuery Mobile      ✓ HTML, OOP, CSS      ✓ AJAX, XML, REST, Gearman      ✓ RabbitMQ, ApacheSolr, Apache Web Server, Nginx      ✓ Design Patterns, Agile Leadership      ✓ Highly Availability (HA), Agile Methodologies      ✓ Database Design, Web Services      ✓ Software Project Management      ✓ Linux Server Administration</p>

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
2	Md. Reazul Islam Polash (Devnet)	Project Manager	palash@devnetlimited.com	11 Years	<p><b>More than 15 project complete, major project title below:</b></p> <p>1.Development of Web Based Software &amp; Training for BASB Automation System          2.IDCOL Digitization Project          3.Digitization of Handwritten Manuscripts, Old Newspapers and Rare Collection of Dhaka University Library          4.Developing Digital Land Record (Khotian) System          5.Software development for NID based SIM registration process          6.Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries          7.KYC Management Solution for bKash Limited          8.Web based archiving software, Scanning, Data Entry and Archiving of Patient Records          9.Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.          10.Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited</p> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Lead roles of Scrum Master, Product Owner and Team Member for various projects.</li> <li>• Managing the production of the required deliverables, agreeing project objectives and ensure that a project is completed on time.</li> <li>• Develop a detailed project plan to monitor and track progress</li> <li>• Manage changes to the project scope, project schedule.</li> <li>• Manage the relationship with the client and all stakeholders</li> </ul>	Master of Science (M.Sc.) in Computer Science  Bachelor of Computer Science and Engineering (BSc in CSE)  <b>OTHER TRAINING</b> ACMP form IBA University of Dhaka, <b>ABYY</b> Training form Chennai	<b>LANGUAGES</b> ✓JavaScript, VB Script  <b>TECHNOLOGIES</b> ✓Database design (MSSQL, MySQL, Oracle).  <b>FRAMEWORKS/LIBRARIES</b> ✓Net  <b>SOFTWARE</b> ✓CR: ABBYY ICR/OCR/OMR/OBR Software ✓Database: MSSQL, MySQL, Oracle, Ms Access ✓Scanner: Kodak, Avision ✓Platforms: Windows

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
3	Md Jubayer Ahsan (GPAD)	Project Manager	antcrews.jubayer@g mail.com	14 Years	<p><b>More than 40+ projects complete, major projects title below:</b></p> <ol style="list-style-type: none"> <li>1. School Management System (School in Web)</li> <li>2. Web Based Land Appeal Case Management System and Digitization of Land Appeal Board Library</li> <li>3. Civil Suite Management System</li> <li>4. School ERP</li> <li>5. 13 Ecommerce site – USA</li> <li>6. Web Based Deal Site (USA)</li> <li>7. Web Based Service Provider Solution (USA)</li> <li>8. ERP Enterprise Resources Planning</li> <li>9. Distribution Management System</li> <li>10. Audit Trail (Project Management System) – USA</li> <li>11. Accounting Solutions</li> <li>12. Rent Management System</li> <li>13. Petrol Station Automation</li> <li>14. Retail Shop Management System</li> </ol> <p><b>Major project role below:</b></p> <ol style="list-style-type: none"> <li>1. Design and implement business strategies, plans and procedures.</li> <li>2. Set comprehensive goals for performance and growth</li> <li>3. Establish policies that promote company culture and vision</li> <li>4. Project Management.</li> <li>5. Client Requirements Analysis</li> <li>6. Database Design as per client requirements.</li> <li>7. Built scalable architecture, picked up appropriate technology in order to build a new system using PHP and MySQL.</li> <li>8. Software Development</li> <li>9. Oversee daily operations of the company and the work of executives (IT, Marketing, Sales, and Finance etc.).</li> <li>10. Development of app based Financial Modeling</li> <li>11. Tested the product in controlled, real situations before going live.</li> <li>12. NET Framework Software Development</li> <li>13. Development of water credit loan portfolio. Develop suitable, dynamic, web-based land case management application for land ministry and to streamline their activities</li> </ol> <p>Deployment</p>	BSc in Computer Science and Engineering, East West University Dhaka, Bangladesh, 2007	<b>LANGUAGES</b> C#. NET, VB.NET, ASP.NET, Java C, C++, PHP  <b>SOFTWARE</b> Visual Studio 2010 - 2019, Microsoft Team Foundation, Git, SVN, MS Expression Blend, ER-WIN and Visio  <b>MISCELLANEOUS:</b> <ul style="list-style-type: none"> <li>• Agile Development, SCRUM methodologies, JIRA</li> </ul> <b>Skills Highlights</b> <ul style="list-style-type: none"> <li>• Outstanding object-oriented programming skills using C# .NET/ASP.NET, Visual C++, VB.NET, Java, PHP</li> <li>• Microsoft SQL Server 2005 - 2019, MySQL Server</li> <li>• AJAX, HTML5, VBScript, JavaScript, JQuery, AngularJS 1 and 2</li> <li>• LINQ and Entity Framework</li> <li>• SPAs, ASP.NET MVC 3-5, Razor, MVVM, WCF, WPF</li> <li>• Crystal Reports.</li> <li>• Ext .Net</li> <li>• Windows Services</li> <li>• Web API's &amp; REST Services</li> <li>• Business Intelligence (BI) – Tableau, Google Data studio and Power BI</li> <li>• Lead team of engineers, both internal, and</li> </ul>

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
						WebGIS, Object Oriented Programming, QGIS, ArcGIS, Python	outsourced in through the development lifecycle. Manage relationships with partners/vendors
4	Md. Anis Uddin Ahmed (Devnet)	Deputy Project Manager	anis.uddin@devnetlimited.com	11 Years	<p><b>More than 30 project complete, major project title below:</b></p> <p>1.KYC Management Solution for bKash Ltd. 2.DocuDex EDMS development3.Audit Automation Software for Islami Bank4.DocuDex implementation and integration with LOS application for the city bank ltd. 5.Web portal development for Devnet Ltd. 6.Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd. 7.Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited 8.Electronic Document Management System (EDMS), Workflow Module, ADC Module OCR/OCR software for Southeast Bank Limited 9.Development, Supply, Installation, Integration, Testing, Commissioning &amp; Implementation of Digital Archive Work Flow Process Solution for The City Bank Limited</p> <p><b>Major project role below</b>• Utilize tools, technology and various methodologies to create functional and intuitive • Managing the production of the required deliverables, agreeing project objectives and ensure that a project is completed on time. • Develop a detailed project plan to monitor and track progress • Manage changes to the project scope, project schedule. • Manage the relationship with the client and all stakeholders.</p>	Master of Science(MSC) <b>OTHER TRAINING</b> • Zend Certified Technology Specialist	✓ Proficient in: PHP, JavaScript, VB6, VB.Net ✓ Familiar with: C, C++, Java, Ruby, Python, Prolog, Scala, J2ME ✓ PHP: Codeigniter, YII, Symfony, Zend(Familiar with) ✓ Database: MySQL, MSSQL, SQLite, ApacheSolr, Ms Access, MongoDB(Familiar with) ✓ Web Server: Apache, Nginx

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
5	Nasit Istiaq Ahmed (Devnet)	Deputy Project Manager	nasit@devnetlimited.com	10 Years	<p><b>More than 15 project complete, major project title below:</b></p> <p>1.Development of Web Based Software &amp; Training for BASB Automation System          2.IDCOL Digitization Project          3.Digitization of Handwritten Manuscripts, Old Newspapers and Rare Collection of Dhaka University Library          4.Developing Digital Land Record (Khotian) System          5.Software development for NID based SIM registration process          6.Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries          7.KYC Management Solution for bKash Limited          8.Web based archiving software, Scanning, Data Entry and Archiving of Patient Records          9.Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.          10.Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited          11.Electronic Document Management System (EDMS), Workflow Module, ADC Module OCR/OCR software for Southeast Bank Limited          12.Development, Supply, Installation, Integration, Testing, Commissioning &amp; Implementation of Digital Archive Work Flow Process Solution for The City Bank Limited          13.Electronic Document Management System (EDMS) for BANBEIS          14.Developing Online Database of Govt. Land in Keraniganj and Information Dissemination          15.Electronic Document Management Solution (EDMS) for bKash Limited</p> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Lead roles of Scrum Master, Product Owner and Team Member for various projects.</li> <li>• Managing the production of the required deliverables, agreeing project objectives and ensure that a project is completed on time.</li> <li>• Develop a detailed project plan to monitor and track progress</li> <li>• Manage changes to the project scope, project schedule.</li> <li>• Manage the relationship with the client and all stakeholders</li> </ul>	Institute of Business Administration (IBA), Dhaka University Leadership Certificate on Managerial Communication, Business/Corporate Communications  Independent University, Bangladesh Bachelor of Business Administration (B.B.A.), Accounting and Finance	Experienced Project Management Specialist with a demonstrated history of working in the information technology and services industry. Skilled in Customer Service, Office Administration, Strategic Planning, Recruiting, and Human Resources. Strong program and project management professional with a Leadership Certificate on Managerial Communication focused in Business/Corporate Communications from Institute of Business Administration (IBA), Dhaka University.

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
6	Khalid Farhan (GPAD)	Technical Lead	-	19 Years	<p><b>More than 40+ project complete, major project title below:</b></p> <p>1. School Management System (School in Web)  2. 44 Data  3. Small Khadem  4. School ERP  5. Audit Trail (Project Management System)  6. Accounting Solutions  7. Document Search Engine &amp; Direct Download  8. Doctor Prescription Automation (Data Entry System)  9. OVC Organization VAT Calculation  10. Machine Learning Approaches for Modeling Spammer Behavior  11. Student Alumni System  12. Mobile Emailing  13. Diverse Tongue News by Unicode  14. Jzom  15. Mobile File Sharing  16. USA Census Automation (Data Entry System)  17. SCM Supply Chain Management  18. ERP Enterprise Resources Planning  19. Market Sharp-CRM  20. Server Registration for Binding Agent  21. Calculate Functional Closer  22. Bangla News by Unicode  23. Web Based Monitoring System  24. ROC - Roll of Control  25. Whisper  26. Inventory Management  27. Leave Management  28. Course Offering System  29. DB Conversion  30. Restaurant Point of Sale  31. Store Management  32. Daily Appointment Management  33. Union Sales System</p> <p><b>Major project role below:</b></p>	<p>MSc in Information Technology 2010 Institute of Information Technology (IIT), Dhaka University</p> <p>BSc in Computing and Information Systems 2006 Under London Metropolitan University &amp; NCC (UK) at Daffodil Institute of IT Dhaka</p> <p>Higher Secondary Certificate 2001 Mirpur Govt Bangla College, Science Group</p> <p>Post Graduate Diploma in IT 2008 Institute of Information Technology (IIT), Dhaka University</p>	<ul style="list-style-type: none"> <li>JavaScript Programming</li> <li>Java Programming</li> </ul>

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
					<ul style="list-style-type: none"> <li>• Develop high-quality software design and architecture</li> <li>• Identify, prioritize and execute tasks in the software development life cycle</li> <li>• Develop tools and applications by producing clean, efficient code</li> <li>• Automate tasks through appropriate tools and scripting</li> <li>• Review and debug code</li> <li>• Perform validation and verification testing</li> <li>• Collaborate with internal teams and vendors to fix and improve products</li> <li>• Document development phases and monitor systems</li> <li>• Ensure software is up to date with latest technologies</li> </ul>	<p>International Advance Diploma in Computer Studies 2004</p> <p>International Diploma in Computer Studies 2003 under NCC (UK) at Neural Institute of Management &amp; IT, Dhaka</p> <p>Secondary School Certificate 1997 Mirpur Bangla High School, Science Group</p> <p><b>Training</b></p> <ul style="list-style-type: none"> <li>• Software Development by GeneXus (Knowledge Based) 25-Mar-2015 to 20-Apr-2015</li> </ul>	

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
						<ul style="list-style-type: none"> <li>• Internal Auditor 9-Sep-2007</li> <li>• Software Quality Boot Camp 10-Sep-2007</li> <li>• Peer Review and Inspection 9-Sep-2007</li> <li>• Structured Methods for Software Testing 24-Sep-2007 &amp; 25-Sep-2007</li> </ul> <p>Venue: MBA Club, Gulsan. Taken by: QAI (India) Ltd</p>	
7	Md. Mamun Miah (Devnet)	Domain Expert	mamun.miah@devnetlimited.com	10 Years	<p><b>More than 15 project complete, major project title below:</b></p> <p>1.KYC Management Solution for bKash Ltd. 2.DocuDex EDMS development 3.DocuDex implementation and integration with LOS application for the city bank ltd. 4.CRM software for Devnet. 5. KMS project of bKash 6.K4DM project of UNDP</p> <p><b>Major project role below:</b></p> <p>Utilize tools, technology and various methodologies to create functional and intuitive • Managing the production of the required deliverables, agreeing project objectives and ensure that a project is completed on time. • Develop a</p>	<p>Bachelors of Computer Science &amp; Engineering (BSc in CSE)</p>	<p>✓Expert-level experience in Symfony PHP framework VB6, VB.Net ✓Familiar with: C, C++, Java, Ruby, Python, Prolog, Scala, J2ME ✓PHP: Codeigniter, YII, Symfony, Zend(Familiar with) ✓Database: MySQL, MSSQL, SQLite, ApacheSolr, Ms Access, MongoDB(Familiar with) ✓Web Server: Apache, Nginx, Client-Server Architecture</p>

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
					detailed project plan to monitor and track progress • Manage changes to the project scope, project schedule. • Manage the relationship with the client and all stakeholders.		
8	Md. Moinul Islam (Devnet)	System Analyst	moinul.islam@devnetlimited.com	17 Years	<p><b>More than 15 project complete, major project title below:</b></p> <ul style="list-style-type: none"> <li>1.KYC Management Solution for bKash Ltd.</li> <li>2.DocuDex EDMS development</li> <li>3.DocuDex implementation and integration with LOS application for the city bank ltd.</li> <li>4.CRM software for Devnet.</li> <li>5. KMS project of bKash</li> <li>6.K4DM project of UNDP</li> </ul> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>•Deploy, maintain, and troubleshoot core business applications, including application servers, associated hardware, endpoints, and databases.</li> <li>•Meet and coordinate with internal and external stakeholders to establish project scope, system goals, and requirements.</li> <li>•Develop, analyses, prioritize, and organize requirement specifications, data mapping, diagrams, and flowcharts for developers and testers to follow.</li> <li>•Translate highly technical specifications into clear non-technical requirements. Manage the set-up and configuration of systems.</li> <li>•Define and coordinate the execution of testing procedures, and develop test cases to serve the overall quality assurance process.</li> </ul>		
9	M. Nayem Abdullah (Devnet)	System Analyst	nayeem@devnetlimited.com	10 Years	<p><b>More than 15 project complete, major project title below:</b></p> <ul style="list-style-type: none"> <li>1.Development of Web Based Software &amp; Training for BASB Automation System</li> <li>2.IDCOL Digitization Project</li> <li>3.Digitization of Handwritten Manuscripts, Old Newspapers and Rare Collection of Dhaka University Library</li> <li>4.Developing Digital Land Record (Khotian) System</li> <li>5.Software development for NID based SIM registration process</li> <li>6.Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries</li> <li>7.KYC Management Solution for bKash Limited</li> <li>8.Web based archiving software, Scanning, Data Entry and Archiving of Patient Records</li> </ul>	M.Sc in CSE	<ul style="list-style-type: none"> <li>✓ Expert-level experience in Symfony PHP framework</li> <li>✓ Server-side programming, MySQL, MsSQL, MongoDB and other database technologies like doctrine (ODM, ORM) etc.</li> <li>✓ Ability to function independently, can work in Agile team-oriented development</li> <li>✓ Familiar and comfortable with Linux Environment</li> <li>✓ Strong problem-solving skills</li> <li>✓ Strong communication skills</li> </ul>

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
					<p>9. Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.</p> <p>10. Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited</p> <p>11. Electronic Document Management System (EDMS), Workflow Module, ADC Module OCR/OCR software for Southeast Bank Limited</p> <p><b>Major project role below:</b> • Assess current business problems and know how to use digital solutions to address them. • Building a solid pipeline of business in Bangladesh market, especially in Document Management domains. • Provide support for the implementation, coordination, and monitoring of the government-to-citizen (G2C) project's e-governance initiatives. • Drive the strategic business areas of N-able such as Banking applications driven digital banking transformation, Core Telco solutions, Data strategy for Business Analytics, Business Process Management (RPA), Smart solutions (IOT), IT Infrastructure solutions (Cloud, SaaS, IaaS, PaaS, Info security, Networking &amp; Systems) and application integration (Middleware solutions). • Managing documentation, including Government Tenders, Technical proposals, project design traceability documentation, case studies</p>		with a range of technical understanding ✓ Efficient, effective and timely ✓ Proficiency in caching systems and related architectures (memcached)
10	Mohammad Syful Islam Noman (Devnet)	Database Administrator	saif.noman@devnetlimited.com	15 Years	<p><b>More than 25 project complete, major project title below:</b></p> <p>1. KYC Management Solution for bKash Ltd.</p> <p>2. DocuDex EDMS development</p> <p>3. Audit Automation Software for Islami Bank</p> <p>4. DocuDex implementation and integration with LOS application for the city bank ltd.</p> <p>5. Web portal development for Devnet Ltd.</p> <p>6. Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.</p> <p>7. Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited</p> <p>8. Electronic Document Management System (EDMS), Workflow Module, ADC Module OCR/OCR software for Southeast Bank Limited</p> <p>9. Development, Supply, Installation, Integration, Testing, Commissioning &amp; Implementation of Digital Archive Work Flow Process Solution for The City Bank Limited</p>	Bachelors of Computer Science & Engineering (BSc in CSE)	✓ Expert-level experience in Symfony PHP framework ✓ Server-side programming, MySQL, MsSQL, MongoDB and other database technologies like doctrine(ODM,ORM) etc. ✓ Ability to function independently, can work in Agile team oriented development ✓ Familiar and comfortable with Linux Environment ✓ Strong problem solving skills ✓ Strong communication skills with a range of technical understanding ✓ Efficient, effective and timely ✓ Proficiency in caching systems

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
					<p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Assisting in database design</li> <li>• Updating and amending existing databases</li> <li>• Setting up and testing new database and data handling systems</li> <li>• Monitoring database efficiency</li> <li>• Sustaining the security and integrity of data</li> <li>• Creating complex query definitions that allow data to be extracted</li> <li>• Training colleagues in how to input and extract data</li> </ul>		and related architectures (memcached)
11	Md. Moniruzzaman Miah (Devnet)	System Administrator	monir@devnetlimited.com	12 Years	<ul style="list-style-type: none"> <li>• <b>More than 15 project complete, major project title below:</b> <ol style="list-style-type: none"> <li>1. KYC Management Solution for bKash Ltd.</li> <li>2. DocuDex EDMS development</li> <li>3. Audit Automation Software for Islami Bank</li> <li>4. DocuDex implementation and integration with LOS application for the city bank ltd.</li> <li>5. Web portal development for Devnet Ltd.</li> <li>6. Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries</li> <li>7. KYC Management Solution for bKash Limited</li> <li>8. Web based archiving software, Scanning, Data Entry and Archiving of Patient Records</li> <li>9. Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.</li> <li>10. Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited</li> </ol> </li> <li>• <b>Major project role below:</b> <ul style="list-style-type: none"> <li>• Problem-Solving and Administration.</li> <li>• Networking.</li> <li>• Cloud computing.</li> <li>• Automation and Scripting.</li> <li>• Security and Monitoring.</li> <li>• Account Access Management.</li> <li>• IoT/Mobile Device Management.</li> <li>• Scripting Languages.</li> </ul> </li> </ul>	M.Sc in Computer Science BSc in Computer Science	Web Site Development and maintenance HTML, CSS, Responsive CSS, Bootstrap, Wordpress, PHP, SQL, and jquery, drupal Web design, Basic Javascript, CSS, Ajax, OOP Cpanel, FTP Server.

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12	Roni Kumar Saha (Devnet)	System Administrator	roni@devnetlimited.com	17 Years	<p><b>More than 15 project complete, major project title below:</b></p> <p>1.Development of Web Based Software &amp; Training for BASB Automation System          2.IDCOL Digitization Project          3.Digitization of Handwritten Manuscripts, Old Newspapers and Rare Collection of Dhaka University Library          4.Developing Digital Land Record (Khotian) System          5.Software development for NID based SIM registration process          6.Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries          7.KYC Management Solution for bKash Limited          8.Web based archiving software, Scanning, Data Entry and Archiving of Patient Records          9.Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.          10.Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited</p> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Problem-Solving and Administration.</li> <li>• Networking.</li> <li>• Cloud computing.</li> <li>• Automation and Scripting.</li> <li>• Security and Monitoring.</li> <li>• Account Access Management.</li> <li>• IoT/Mobile Device Management.</li> <li>• Scripting Languages.</li> </ul>	Master of Science (M.Sc.) in Computer Science  Bachelor of Computer Science and Engineering (BSc in CSE)	<b>LANGUAGES</b> <ul style="list-style-type: none"> <li>❖ Proficient in: ASP, PHP, JavaScript, VB6, VB.Net</li> <li>❖ Familiar with: C, C++, Python, Prolog, Scala, J2ME</li> </ul> <b>TECHNOLOGIES</b> <ul style="list-style-type: none"> <li>❖ Presentation technologies: DHTML/HTML, CSS, XSL</li> <li>❖ Database design and data modeling (SQL, XML).</li> <li>❖ Development Technologies: OOD, Agile Development, Ad-Hoc Development</li> </ul> <b>FRAMEWORKS/LIBRARIES</b> <ul style="list-style-type: none"> <li>❖ PHP: Codeigniter, YII, Symfony, Zend (Familiar with)</li> <li>❖ CMS/Blog: Wordpress, Dropal (Familiar with)</li> <li>❖ Javascript: jQuery, Modernizr, Underscore.js, Backbone.js (Familiar with)</li> </ul> <b>SOFTWARE</b>
13	Bijoy Lal Dewanjee (Devnet)	Senior Software Engineer	bijoy@devnetlimited.com	09 Years	<p><b>More than 25 project complete, major project title below:</b></p> <p>1.KYC Management Solution for bKash Ltd.          2.DocuDex EDMS development          3.DocuDex implementation and integration with LOS application for the city bank ltd.</p>	Diploma in Engineering	Web and Scripting Languages: PHP, JavaScript, jQuery, Vue JS, AJAX, HTML, CSS3, Bootstrap Framework Fluency CakePHP, Laravel,

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
					<p>4.CRM software for Devnet.        5.KMS project of bKash        6.K4DM project of UNDP</p> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Programming, coding</li> <li>• Customization</li> <li>• Develop software solutions by studying information needs; conferring with users; studying systems flow, data usage and work processes; investigating problem areas; following the software development lifecycle</li> <li>• Determine operational feasibility by evaluating analysis, problem definition, requirements, solution development and proposed solutions</li> <li>• Perform validation and verification testing</li> <li>• Review and debug code</li> </ul>		Database MySQL, Applications JIRA, Trello, Git,
14	Md. Sohag Hossain (Devnet)	Senior Software Engineer	sohag.hossain@devnetlimited.com	11 Years	<p><b>More than 15 project complete, major project title below:</b></p> <ol style="list-style-type: none"> <li>1. KYC Management Solution for bKash Ltd.</li> <li>2. DocuDex EDMS development</li> <li>3. Audit Automation Software for Islami Bank</li> <li>4. DocuDex implementation and integration with LOS application for the city bank ltd.</li> <li>5. Web portal development for Devnet Ltd.</li> </ol> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Responsible for developing software coding as per design for PC &amp; Mobile</li> <li>• The Software Developers are expected to code the software. This includes design, develop, and modify the modules with arranging the needed functionalities accordingly. The database backend is also expected to be developed by this team, including adding and modifying the structure, the stored procedures (if any),</li> <li>• Coordinate with the Technical lead on current programming tasks</li> <li>• Develop mobile app and web application</li> <li>• Collaborate with other programmers to design and implement features</li> <li>• Quickly produce well organized, optimized and documented source code</li> <li>• Create and document software tools required by other developers and stakeholders.</li> <li>• Debug existing source code and polish feature sets</li> <li>• Contribute to technical design documentation</li> </ul>	<p>Bachelor of Computer Science and Engineering (BSc in CSE)</p> <p><b>OTHER TRAINING</b></p> <p>Web Presence Solution &amp; Implementation (IDB_BISEW)</p>	<p><b>LANGUAGES</b></p> <ul style="list-style-type: none"> <li>• Proficient in: PHP, JavaScript</li> <li>• Familiar with: C, C++, Java, Ruby, Python</li> </ul> <p><b>TECHNOLOGIES</b></p> <ul style="list-style-type: none"> <li>• Presentation technologies: DHTML/HTML, CSS, XSL •</li> <li>• Database design and data modeling (SQL, XML).</li> </ul> <p><b>FRAMEWORKS/LIBRARIES</b></p> <ul style="list-style-type: none"> <li>• PHP: Codeigniter, YII, Symfony, Slim, Laravel •</li> <li>• CMS/Blog: Wordpress</li> </ul> <p><b>SOFTWARE</b></p> <ul style="list-style-type: none"> <li>• Database: MySQL, SQLite, MongoDB, PostGreSQL(Familiar with) •</li> <li>• Web Server: Apache, Nginx, Node •</li> <li>• Caching Server: Redis, Memcached, FileCache •</li> <li>• Platforms: Windows, Linux(Ubuntu, Centos), MacOs •</li> </ul>

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							Version Control System: Subversion, Git
15	Md Atiar Rahman (GPAD)	Senior Software Engineer	-	12+ Years	<p><b>More than 12 project complete, major project title below:</b></p> <ul style="list-style-type: none"> <li>1. CertCo Retail Management Cloud</li> <li>2. Malaysian Restaurant Management System called Secret Recipe</li> <li>3. Restaurant Point of Sales System</li> <li>4. Hire Purchase of world well-known brand consumer products (Samsung)</li> <li>5. Spectrum</li> <li>6. Fixed Asset Management Software</li> <li>7. Sales Consultant Profiling</li> <li>8. Business Analysis &amp; Communication System</li> <li>9. Retail Census and Communication System</li> <li>10. Real Location Point of Sales Mapping</li> <li>11. Supervisor Monitoring</li> <li>12. Distribution Management System</li> <li>13. Android Applications:           <ul style="list-style-type: none"> <li>• CertCo RMC</li> <li>• Bonton(POS) ,Bitoron(POS) Resku(POS)</li> <li>• Pepperoni (POS)</li> <li>• Agent Tracker android application.</li> </ul> </li> </ul> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Develop Website, Web Service, Hosting</li> <li>• Full Stack Web Development</li> <li>• Management Software Solutions Development</li> <li>• Android Application Development</li> <li>• Web API Development for Android Applications</li> <li>• Software Solutions Development</li> <li>• ERP Development</li> <li>• Database Design and Implementation</li> <li>• Different It Solutions</li> </ul>	<p>B.Sc. in CSE, Khulna University of Engineering Technology, Khulna, March 2005 - April 2010</p> <p>H.S.C., Faridpur Govt. Yasin College, Faridpur, JUNE 2002 - JUNE 2004</p> <p>S.S.C., Mohim Institution Faridpur, Faridpur, JANUARY 1997 - JUNE 2002</p>	Net Framework 4.5,5.0,6.2.0, ASP.Net, ASP.Net Core 2.0-6.0, MVC (5-6), Web Api, C#, SQL Server, SQLite, Mysql, Python, Django Framework, Php, Laravel, PostgreSQL, Linq, Entity Framework 5-6, JavaScript, Nodejs, JQuery, Angular6, Restful Service, CSS, Bootstrap (3-4-5), Design Pattern, XML, Gson, Json, Unity3D, Android, Git, SVN,TFS, JetBrainsResharper18, Bitbucket, Java Spring mvc3 and Grails framework, Trello, Azure, Jira, Kotli, Flutter, Tableau
16	Md. Tarique Hassan (GPAD)	Senior Software Engineer	-	9+ Years	<p><b>More than 10 projects complete, major projects title below:</b></p> <ul style="list-style-type: none"> <li>1. ERP [Govt Post Office GPO]</li> <li>2. PLUSS (Standard Chartered Bank)</li> <li>3. Courier Delivery Management System (Standard Chartered Bank)</li> <li>4. Sales, Indent, Dispatch (Ispahani).</li> <li>5. Sales Marketing (ARLA)</li> </ul>	<p>M.Sc. in Computer Science and Engineering, National University, 2006</p>	<b>Software Domain Expertise:</b> <ul style="list-style-type: none"> <li>a. Education ERP</li> <li>b. Inventory Management</li> <li>c. HR &amp; Payroll</li> <li>d. Loan Management etc.</li> </ul>

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					<p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• System Requirements Collection</li> <li>• System Design &amp; Architecture</li> <li>• Database Design</li> <li>• Bug Fixing</li> <li>• System Requirements Analysis</li> <li>• Software Application Development</li> <li>• Online Banking Integration (DBBL, IBBL, TBL etc)</li> <li>• Team Lead</li> <li>• Application Testing</li> <li>• System Application Deployment</li> <li>• Trainer</li> </ul>		Net Framework 2.0, 3.5, 4.0, 4.5, WPF, WCF(RestFul), Silverlight, Asp.Net, C#.Net, WEB API, EXT.JS, EXT.NET, CSS, Java Script, JQuery, AJAX .PHP, WordPress, Ionic Cordova MS SQL Server 2008/2005/2000/2012/2014, MySQL Mobile App: Android, Ionic Cordova, Angular, Typescript Business Intelligence (BI) - Tableau
17	Ziaur Rahman (Devnet)	Software Engineer	ziaur.rahaman@devnetlimited.com	07 Years	<p><b>More than 5 project complete, major project title below:</b></p> <ol style="list-style-type: none"> <li>1. IMS Management Solution for bKash Ltd.</li> <li>2. Audit Automation Software for Islami Bank.</li> <li>3. Web portal development for Devnet Ltd.</li> </ol> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Managing the production of the required deliverables, agreeing project objectives and ensure that a project is completed on time.</li> <li>• Develop a detailed project plan to monitor and track progress</li> <li>• Manage changes to the project scope, project schedule.</li> <li>• Manage the relationship with the client and all stakeholders</li> </ul>	Bachelors of Computer Science & Engineering (BSc in CSE) Code Warriors Challenge 2015 National Hackathon 2014 Mobile Application Development	<ul style="list-style-type: none"> <li>• Extensive knowledge of Php, Ruby on rails, C#, Html5 and CSS3.</li> <li>• Expert in JavaScript framework like jQuery, jQuery ui, angular js etc. Familiar with php framework like Laravel, Yii, Codeigniter, Cakephp etc.</li> <li>• Very good at CMS like, WordPress, Magento</li> <li>• Clear understanding of OOP, Design principles SOLID,</li> <li>• In-depth knowledge of Apache, Nginx, Git and MySQL, MSSQL. Comfortable to work in both Linux and windows operating system. DevOps on Ubuntu machine-based cloud servers on AWS, Google Cloud and Digital Ocean.</li> </ul>
18	Harun or Rashid	Software Engineer	harun.rashid@devnet	07 Years	<b>More than 15 project complete, major project title below:</b>	Bachelors of Computer Science &	<b>LANGUAGES</b> ✓ Proficient in: PHP, JavaScript, VB6, VB.Net

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
	(Devnet)		limited.com		<p>3. Audit Automation Software for Islami Bank          4. DocuDex implementation and integration with LOS application for the city bank ltd.          5. Web portal development for Devnet Ltd.          6. Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries          7. KYC Management Solution for bKash Limited          8. Web based archiving software, Scanning, Data Entry and Archiving of Patient Records          9. Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.          10. Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited</p> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Guide and review work of junior engineers.</li> <li>• Translate business requirements into technical specifications and help</li> <li>• Manage project priorities and timelines.</li> <li>• Write, modify, and debug software for client applications.</li> <li>• Use source debuggers and visual development environments.</li> </ul>	Engineering (BSc in CSE)  <b>OTHER TRAINING</b> CompTIA Certification	<p>✓ Familiar with: C, C++, Java, Ruby, Python, Prolog, Scala, J2ME</p> <p><b>TECHNOLOGIES</b></p> <p>✓ Presentation technologies: DHTML/HTML, CSS, XSL</p> <p>✓ Database design and data modeling (SQL, XML).</p> <p>✓ Development Technologies: OOD, Agile Development, Ad-Hoc Development</p> <p><b>SOFTWARE</b></p> <p>✓ Database: MySQL, MSSQL, SQLite, ApacheSolr, Ms Access, MongoDB(Familiar with)</p> <p>✓ Web Server: Apache, Nginx</p> <p>✓ Caching Server: Varnish, Redis, Memcached(Amazon ElastiCache)</p> <p>✓ Platforms: Windows, Linux(Ubuntu, Centos)</p>
19	Samuel Abid Chowdhury (Devnet)	Software Engineer (iOS Expert)	abid@devnetlimited.com	04 Years	<p><b>More than 07 project complete, major project title below:</b></p> <p>1. KYC Management Solution for bKash Ltd.          2. DocuDex EDMS development          3. DocuDex implementation and integration with LOS application for the city bank ltd.          4. Web portal development for Devnet Ltd.          5. Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries          6. KYC Management Solution for bKash Limited          7. Web based archiving software, Scanning, Data Entry and Archiving of Patient Records</p> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Guide and review work of junior engineers.</li> <li>• Translate business requirements into technical specifications and help</li> </ul>	Bachelors of Computer Science & Engineering (BSc in CSE)	Machine Learning, Deep Learning, Image & Video Processing, IoT C, C++, Python, Java & JavaScript Node Js, PHP, Game development using C++ and Python Ability to architect and build scalable, high performing and reliable systems Excellent in web analytical skills, able to analyse statistics and logs

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					<ul style="list-style-type: none"> <li>Manage project priorities and timelines.</li> <li>Write, modify, and debug software for client applications.</li> <li>Use source debuggers and visual development environments.</li> </ul>		Excellent in complex system debugging skills Service Oriented Architecture Very organized (can manage multiple simultaneous projects, can manage complex projects) Experience developing n-tier Multi-Threaded, Client-Server Architecture
20	Mirbahar Nurul Amin (Devnet)	Software Engineer (Android Expert)	mirbahar@devnetlimited.com	10 Years	<p><b>More than 10 project complete, major project title below:</b></p> <ol style="list-style-type: none"> <li>1. KYC Management Solution for bKash Ltd.</li> <li>2. DocuDex EDMS development</li> <li>3. DocuDex implementation and integration with LOS application for the city bank ltd.</li> <li>4. Web portal development for Devnet Ltd.</li> <li>5. Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries</li> <li>6. KYC Management Solution for bKash Limited</li> <li>7. Web based archiving software, Scanning, Data Entry and Archiving of</li> <li>8. Web based archiving software, Scanning, Data Entry and Archiving of Patient Records</li> <li>9. Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.</li> <li>10. Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited</li> </ol> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>Guide and review work of junior engineers.</li> <li>Translate business requirements into technical specifications and help</li> <li>Manage project priorities and timelines.</li> <li>Write, modify, and debug software for client applications.</li> <li>Use source debuggers and visual development environments.</li> </ul>	Bachelors of Computer Science & Engineering (BSc in CSE)	<ul style="list-style-type: none"> <li>Extensive knowledge of Php, Ruby on rails, C#, Html5 and CSS3.</li> <li>Expert in JavaScript framework like jQuery, jQuery ui, angular js etc. Familiar with php framework like Laravel, Yii, CodeIgniter, Cakephp etc.</li> <li>Very good at CMS like, WordPress, Magento</li> <li>Clear understanding of OOP, Design principles SOLID, In-depth knowledge of Apache, Nginx, Git and MySQL, MSSQL. Comfortable to work in both Linux and windows operating system. DevOps on Ubuntu machine-based cloud servers on AWS, Google Cloud and Digital Ocean.</li> </ul>

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21	Md. Tariqul Islam (Devnet)	App Developer	tariqul@devnetlimited.com	12 Years	<p><b>More than 10 project complete, major project title below:</b></p> <p>1. KYC Management Solution for bKash Ltd. 2. DocuDex EDMS development 3. DocuDex implementation and integration with LOS application for the city bank Ltd. 4. Web portal development for Devnet Ltd. 5. Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries 6. KYC Management Solution for bKash Limited 7. Web based archiving software, Scanning, Data Entry and Archiving of Patient Records 8. Web based archiving software, Scanning, Data Entry and Archiving of Patient Records 9. Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd. 10. Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited</p> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Managing the production of the required deliverables, agreeing project objectives and ensure that a project is completed on time.</li> <li>• Develop a detailed project plan to monitor and track progress</li> </ul>	Bachelors of Computer Science & Engineering (BSc in CSE)	<ul style="list-style-type: none"> <li>✓ Database: MySQL, MSSQL, SQLite,, Ms Access, MongoDB(Familiar with)</li> <li>✓ Web Server: Apache, Nginx</li> <li>✓ Caching Server: Varnish, Redis, Memcached(Amazon ElastiCache)</li> <li>✓ Platforms: Windows, Linux(Ubuntu, Centos)</li> <li>Version Control System: Subversion, Git, Mercurial</li> </ul>
22	Md. Nazmul Alam Riaz (Devnet)	App Developer	nazmul.riaz@devnetlimited.com	12 Years	<p><b>More than 10 project complete, major project title below:</b></p> <p>1. KYC Management Solution for bKash Ltd. 2. DocuDex EDMS development 3. DocuDex implementation and integration with LOS application for the city bank Ltd. 4. Web portal development for Devnet Ltd. 5. Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries 6. KYC Management Solution for bKash Limited 7. Web based archiving software, Scanning, Data Entry and Archiving of Patient Records 8. Web based archiving software, Scanning, Data Entry and Archiving of Patient Records 9. Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.</p>	MIT MSC (Physics)  Other Training: Web Presence Solution and Implementation (WPSI)  Vendor Certification in ASP.NET	<b>LANGUAGES</b> Proficient in: PHP, ASP.Net, JavaScript  Familiar with: Java, Python  <b>TECHNOLOGIES</b> Presentation technologies: DHTML/HTML, CSS Database design and data modeling (SQL, MySQL , XML).

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
					<p>10. Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited</p> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Managing the production of the required deliverables, agreeing project objectives and ensure that a project is completed on time.</li> <li>• Develop a detailed project plan to monitor and track progress</li> </ul>	Web Development (PHP with Laravel)	Development Technologies: OOD, Agile Development
23	Nafiz Imtiaz (Devnet)	UI/ UX Designer	nafiz@devnetlimited.com	05 Years	<p><b>More than 10 project complete, major project title below:</b></p> <ol style="list-style-type: none"> <li>1. KYC Management Solution for bKash Ltd.</li> <li>2. DocuDex EDMS development</li> <li>3. DocuDex implementation and integration with LOS application for the city bank ltd.</li> <li>4. Web portal development for Devnet Ltd.</li> <li>5. Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries</li> <li>6. KYC Management Solution for bKash Limited</li> <li>7. Web based archiving software, Scanning, Data Entry and Archiving of Patient Records</li> <li>8. Web based archiving software, Scanning, Data Entry and Archiving of Patient Records</li> <li>9. Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.</li> <li>10. Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited</li> </ol> <p><b>Major project role below:</b></p> <p>Understand product specifications and user psychology. Conduct concept and usability testing and gather feedback. Create personas through user research and data. Define the right interaction model and evaluate its success. Develop wireframes and prototypes around customer needs.</p>	B.Sc in Electrical & Electronic Engineering  CCNA (Cisco Certified Networking Associate);  2.PLC (Programmable Logic Controller);  3.Microcontroller & Embedded System	
24	Md Rakibul Islam	Infrastructure Expert	rakib@devnetlimited.com	10 Years	<p><b>More than 10 project complete, major project title below:</b></p> <ol style="list-style-type: none"> <li>1. KYC Management Solution for bKash Ltd.</li> <li>2. DocuDex EDMS development</li> <li>3. DocuDex implementation and integration with LOS application for the city</li> </ol>	MBA In MIS  LLB (Hons)	<b>SOFTWARE ABILITIES</b> <ul style="list-style-type: none"> <li>• Microsoft Project Management</li> <li>• JIRA</li> </ul>

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
	(Devnet)				<p>bank ltd.</p> <p>4. Web portal development for Devnet Ltd.</p> <p>5. Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries</p> <p>6. KYC Management Solution for bKash Limited</p> <p>7. Web based archiving software, Scanning, Data Entry and Archiving of Patient Records</p> <p>8. Web based archiving software, Scanning, Data Entry and Archiving of Patient Records</p> <p>9. Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.</p> <p>10. Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited</p> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• IT infrastructure design.</li> <li>• Security management.</li> <li>• Infrastructure provisioning and configuration management via infrastructure as code.</li> <li>• Infrastructure monitoring and logging.</li> <li>• Infrastructure upgrades and integration project management.</li> <li>• Documentation and reporting.</li> </ul>		<ul style="list-style-type: none"> <li>• Team Foundation Server (TFS)</li> <li>• Visual Studio</li> <li>• Assembla</li> <li>• BaseCamp</li> <li>• Unfuddle</li> <li>• Active Collab</li> <li>• Slack</li> </ul>
25	Forhadul Islam (Devnet)	Security Expert	forhadul@devnetlimited.com	07 Years	<p><b>More than 15 project complete, major project title below:</b></p> <p>1. KYC Management Solution for bKash Ltd.</p> <p>2. DocuDex EDMS development</p> <p>3. Audit Automation Software for Islami Bank</p> <p>4. DocuDex implementation and integration with LOS application for the city bank ltd.</p> <p>5. Web portal development for Devnet Ltd.</p> <p>6. Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries</p> <p>7. KYC Management Solution for bKash Limited</p> <p>8. Web based archiving software, Scanning, Data Entry and Archiving of Patient Records</p> <p>9. Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.</p>	BSc in Computer Science & Engineering  Others Training: Red Hut Certified System Engineer, Certification ID# 220-158-489	✓ Operating System: Windows, Mac, Ubuntu ✓ Testing Software: Joomla, Wordprees, Cisco Packet Tracer

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
					<p>10. Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited</p> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Research and identify solutions to software and hardware issues</li> <li>• Diagnose and troubleshoot technical issues, including account setup and network configuration</li> <li>• Ask customers targeted questions to quickly understand the root of the problem</li> <li>• Track computer system issues through to resolution, within agreed time limits</li> <li>• Talk clients through a series of actions, either via phone, email or chat, until they've solved a technical issue</li> <li>• Properly escalate unresolved issues to appropriate internal teams (e.g. software developers)</li> </ul>		
26	Maksudur Rahman (Devnet)	Technical Document Writer	maksud@devnetlimited.com	11 Years	<p><b>More than 10 project complete, major project title below:</b></p> <ol style="list-style-type: none"> <li>1. KYC Management Solution for bKash Ltd.</li> <li>2. DocuDex EDMS development</li> <li>3. DocuDex implementation and integration with LOS application for the city bank ltd.</li> <li>4. Web portal development for Devnet Ltd.</li> <li>5. Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries</li> <li>6. KYC Management Solution for bKash Limited</li> <li>7. Web based archiving software, Scanning, Data Entry and Archiving of</li> <li>8. Web based archiving software, Scanning, Data Entry and Archiving of Patient Records</li> <li>9. Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.</li> <li>10. Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited</li> </ol> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Work with product managers, product marketing, and engineers to produce and maintain world-class documentation, including: User Guides, Integration Guides, API Developer Guides, In platform documentation (tooltips, welcome instructions, etc.).</li> </ul>	BBA, ACCA Certified Scrum Product Owner, Scrum Alliance, Certificate ID: 000589827, June 2020 Certified Scrum Master, Scrum Alliance: Certificate ID: 589827, November 2016 Project Management Professional (35 PDU) Day Spring Dhaka, January 2018	<p><b>SOFTWARE ABILITIES</b></p> <ul style="list-style-type: none"> <li>• Microsoft Project Management</li> <li>• JIRA</li> <li>• Team Foundation Server (TFS)</li> <li>• Visual Studio</li> <li>• Assembla</li> <li>• BaseCamp</li> <li>• Unfuddle</li> <li>• Active Collab</li> <li>• Slack</li> </ul> <p><b>CORE COMPETENCIES</b></p> <ul style="list-style-type: none"> <li>✓ Product management</li> <li>✓ UI / UX design</li> <li>✓ Test Driven development</li> <li>✓ WordPress ERP</li> <li>✓ QA testing</li> <li>✓ Market and competitor research</li> <li>✓ Project communications</li> <li>✓ SDLC</li> <li>✓ Mobile application</li> </ul>

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
					<p>Build and maintain client aids that go beyond traditional documentation, such as online video, demos, guided tours, and other educational techniques.</p> <ul style="list-style-type: none"> <li>• Learn complex concepts, and communicate the information in a way that is engaging and understood by users.</li> <li>• Gather customer feedback on documentation to improve usability.</li> <li>• Act as an editor to ensure consistency in training documentation across [redacted].</li> <li>• Monitor metrics on the usage of training materials as well as direct customer feedback to prioritize future training investments.</li> </ul>		
27	Zahirul Islam (Devnet)	Training Expert	zahir@devnetlimited.com	10 Years	<p><b>More than 15 project complete, major project title below:</b></p> <p>1. KYC Management Solution for bKash Ltd.1. IDCOL Digitization Project2. ERD K4DM project of Planning commission3. Capacity development of the department of Land Records and Surveys &amp; Modernization of Cadastral Maps' storing, preserving and retrieval system.4. Scanning &amp; Data Capture of GR Survey form.5. ICR Solution for processing of Admission Test Result of East West University.6. Data entry of "Impact Study of the micro-Finance Support Intervention for Food Security for Vulnerable Group Development (FSVGD) and Ultra Poor (UP) Beneficiaries, Institute of Micro Finance7. Data Capture of NHPR survey form for World Bank8. The processing of result of the admission test (using ICR Technology) of Bangladesh College of Leather Technology for the year 20109. ICR Based data management service, BANBEIS10. Population &amp; Housing Census, 201111. Modernization of Bangladesh National Library12. Digitization of Public Library</p> <p>2. <b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• A passion for Learning and Development</li> <li>• The ability to analyses and prioritize learning and development needs.</li> <li>• Strong knowledge on learning theories and supporting technologies, within understanding of instructional design.</li> <li>• Strong facilitation skills, while also understanding facilitation models and styles.</li> <li>• The ability to apply diversity and inclusion principles as part of a learning and development program and /or intervention.</li> <li>• Experience with learning management systems.</li> <li>• Strong relationship management skills</li> </ul>	<ul style="list-style-type: none"> <li>• Masters of Social Science</li> <li>• Bachelor of Social Science</li> <li>• ABBYY Certified ICR technology Expert (Certificate# 42770215)</li> <li>• Kodak Alaris Training certified</li> <li>• Proficient in Windows (all versions), MS Office (2010, 2016 and 365), Active Directory, and Internet browsers (Chrome, Firefox, Internet Explorer)</li> <li>• Online Graphic Design Course, Photoshop, Illustrator &amp; Corel Draw, online.</li> <li>• Computer Basic Course, MS Word, Excel, Power Point,</li> </ul>	

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						Bangladesh Islamic Foundation.	
28	Marufuzz aman Maruf (Devnet)	QA Engineer	marufuzzaman@devnetlimited.com	04 Years	<p><b>More than 5 project complete, major project title below:</b></p> <ol style="list-style-type: none"> <li>1. KYC Management Solution for bKash Ltd.</li> <li>2. DocuDex EDMS development</li> <li>3. Audit Automation Software for Islami Bank</li> <li>4. DocuDex implementation and integration with LOS application for the city bank ltd.</li> <li>5. Web portal development for Devnet Ltd.</li> </ol> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Reviews and validates requirements and technical specifications</li> <li>• Develops and executes test plans and detailed test cases based on requirements and/or customer conversations</li> <li>• Documents results; offers observations or improvements after analysis of test results and overall product quality</li> <li>• Collaborates with the development team on bug fix verification and validation (regression testing)</li> <li>• Communicates professionally at all levels within and outside of the organization</li> <li>• Supports, designs, develops and enhances test processes and reporting for QA processes</li> </ul>	<p>Bachelors in Computer Science Engineering</p> <p><b>OTHER TRAINING</b></p> <p>Cyber Security Institute: Arena Web Security (Cyber-71)</p> <p>ICSI   Certified Network Security Specialist (CNSS) Institute: International Cyber Security Institute (ICSI) <a href="https://www.icci.co.uk/">https://www.icci.co.uk/</a></p> <p>Software Quality Assurance &amp; Implementing Consistent Quality (SQA-ICQ)3</p>	<ul style="list-style-type: none"> <li>• Extensive knowledge of Php, Ruby on rails, C#, Html5 and CSS3.</li> <li>• Expert in JavaScript framework like jQuery, jQuery ui, angular js etc. Familiar with php framework like Laravel, Yii, Codeigniter, Cakephp etc.</li> <li>• Very good at CMS like, WordPress, Magento</li> <li>• Clear understanding of OOP, Design principles SOLID, In-depth knowledge of Apache, Nginx, Git and MySQL, MSSQL. Comfortable to work in both Linux and windows operating system. DevOps on Ubuntu machine-based cloud servers on AWS, Google Cloud and Digital Ocean.</li> </ul>

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						Institute: Daffodil Institute of IT	
29	Md. Sohel Rana (Devnet)	QA Engineer	Sohel.rana@devnetlimited.com	05 Years	<p><b>More than 5 project complete, major project title below:</b></p> <ul style="list-style-type: none"> <li>1. KYC Management Solution for bKash Ltd.</li> <li>2. DocuDex EDMS development</li> <li>3. Audit Automation Software for Islami Bank</li> <li>4. DocuDex implementation and integration with LOS application for the city bank ltd.</li> <li>5. Web portal development for Devnet Ltd.</li> </ul> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>• Reviews and validates requirements and technical specifications</li> <li>• Develops and executes test plans and detailed test cases based on requirements and/or customer conversations</li> <li>• Documents results; offers observations or improvements after analysis of test results and overall product quality</li> <li>• Collaborates with the development team on bug fix verification and validation (regression testing)</li> <li>• Communicates professionally at all levels within and outside of the organization</li> <li>• Supports, designs, develops and enhances test processes and reporting for QA processes</li> </ul>	Bachelors in Computer Science Engineering  <b>OTHER TRAINING</b> CCNA, New Horizons.  Server Administration & Cloud Management	<ul style="list-style-type: none"> <li>• Php, Ruby on rails, C#, Html5 and CSS3.</li> <li>• Expert in JavaScript framework like jQuery, jQuery ui, angular js etc. Familiar with php framework like Laravel, Yii, Codeigniter, Cakephp etc.</li> <li>• Very good at CMS like, WordPress, Magento</li> <li>• Clear understanding of OOP, Design principles SOLID</li> </ul>
30	Mehedi Hasan (Devnet)	DevOps Enigeer	mehedi@devnetlimited.com	05 Years	<p><b>More than 15 project complete, major project title below:</b></p> <ul style="list-style-type: none"> <li>1. KYC Management Solution for bKash Ltd.</li> <li>2. DocuDex EDMS development</li> <li>3. Audit Automation Software for Islami Bank</li> <li>4. DocuDex implementation and integration with LOS application for the city bank ltd.</li> <li>5. Web portal development for Devnet Ltd.</li> <li>6. Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries</li> <li>7. KYC Management Solution for bKash Limited</li> <li>8. Web based archiving software, Scanning, Data Entry and Archiving of Patient Records</li> <li>9. Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.</li> <li>10. Electronic Document Management System, Record Management, Workflow, Imaging Infrastructure Management Software for Al -Arafah Islami Bank Limited</li> </ul>	B.Sc in C.S.E  <b>OTHER TRAINING</b> Lan,Wan Troubleshoot, E-1 Device Setup & Configure in B.T.S, Customer Support,ONT Device,Router Setup e.t.c	✓ CCNA Routing & Switching ✓ Red Hat System ✓ Administration(I,II,III) ✓ Windows server 2012 & 2008 ✓ Networking ✓ Microsoft windows 7/8/10 ✓ Hardware

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					<p><b>Major project role below:</b></p> <p>Continuous delivery. Cloud skills &amp; best practices. Observability (Application Performance Monitoring). Infrastructure as code. Configuration management (Infrastructure as a Service). Containers. IT Operations &amp; Production Systems Management. Automation</p>	Microsoft certified IT Professional (MCITP) Microsoft Certified Solution Associate (MCSA) Microsoft certified Technology Specialist (MCTS)	
<b>For Maintenance and Support Service</b>							
1	Abdul Kaiyum (Devnet)	Software Maintenance and Support Engineer	abdul.kaiyum@devnetlimited.com	04 Years	<p><b>More than 5 project complete, major project title below:</b></p> <ol style="list-style-type: none"> <li>1. KYC Management Solution for bKash Ltd.</li> <li>2. DocuDex EDMS development</li> <li>3. Audit Automation Software for Islami Bank</li> <li>4. DocuDex implementation and integration with LOS application for the city bank ltd.</li> <li>5. Web portal development for Devnet Ltd.</li> </ol> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>Traveling to client locations for equipment inspection.</li> <li>Inspecting equipment and conducting routine maintenance.</li> <li>Servicing and replacing old or faulty equipment.</li> <li>Troubleshooting equipment malfunctions.</li> <li>Removing old equipment and installing new machines.</li> <li>Providing technical support and training on new equipment.</li> <li>Responding to customer call-outs.</li> </ul>	B.Sc. In EEE  PLC & HMI Certification	<ul style="list-style-type: none"> <li>C, C++, Python, Java &amp; JavaScript</li> <li>Node Js, PHP</li> <li>CCNA, Mikrotik</li> <li>Networking Technology</li> <li>Strong communication skills with a range of technical understanding</li> <li>Server Maintenance</li> </ul>
2	Abu Sayed Jobayer (Devnet)	Software Maintenance and Support Engineer	sayed.jobayer@devnetlimited.com	05 Years	<p><b>More than 15 project complete, major project title below:</b></p> <ol style="list-style-type: none"> <li>1. Establishment of BASB Automation System</li> <li>2. IDCOL Digitization Project</li> <li>3. Digitization of Handwritten Manuscripts, Old Newspapers and Rare Collection of Dhaka University Library</li> </ol>	Bachelors  <b>OTHER TRAINING</b> Web Presence	<p><b>LANGUAGES</b></p> <p>✓ Proficient in: PHP, JavaScript, (Node js)</p> <p>✓ Familiar with: C, C++, Java, SOFTWARE</p>

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
					<p>4.Developing Digital Land Record (Khotian) System      5.Software development for NID based SIM registration process      6.Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries      7.KYC Management Solution for bKash Limited      8.Web based archiving software, Scanning, Data Entry and Archiving of Patient Records</p> <ul style="list-style-type: none"> <li>• <b>Major project role below:</b> <ul style="list-style-type: none"> <li>Traveling to client locations for equipment inspection.</li> <li>Inspecting equipment and conducting routine maintenance.</li> <li>Servicing and replacing old or faulty equipment.</li> <li>Troubleshooting equipment malfunctions.</li> <li>Removing old equipment and installing new machines.</li> <li>Providing technical support and training on new equipment.</li> </ul> </li> </ul>	Solution & Implementation (IDB_BISEW)	<ul style="list-style-type: none"> <li>✓ Database: MySQL, MSSQL, SQLite, ApacheSolr, MongoDB(Familiar with)</li> <li>✓ Web Server: Apache,</li> <li>✓ Caching Server: Varnish, Redis, Memcached(Amazon ElastiCache)</li> <li>✓ Platforms: Windows, Linux(Ubuntu, Centos)</li> <li>✓ Version Control System: Subversion, Git, Mercurial</li> </ul>
3	M. Ehatesha m-ul-Islam (Devnet)	Software Maintenance and Support Engineer	ehatesham.islam@devnetlimited.com	07 Years	<p><b>More than 5 project complete, major project title below:</b></p> <p>1. KYC Management Solution for bKash Ltd.      2. DocuDex EDMS development      3. Audit Automation Software for Islami Bank      4. DocuDex implementation and integration with LOS application for the city bank Ltd.      5. Web portal development for Devnet Ltd.</p> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>Traveling to client locations for equipment inspection.</li> <li>Inspecting equipment and conducting routine maintenance.</li> <li>Servicing and replacing old or faulty equipment.</li> <li>Troubleshooting equipment malfunctions.</li> <li>Removing old equipment and installing new machines.</li> <li>Providing technical support and training on new equipment.</li> <li>Responding to customer call-outs.</li> <li>Adhering to all safety and performance regulations.</li> </ul>	Bachelors  <b>OTHER TRAINING</b> Web Presence Solution & Implementation (IDB_BISEW)	<p><b>LANGUAGES</b></p> <ul style="list-style-type: none"> <li>✓ Proficient in: PHP, C, C++, Java, C#, ASP.Net (MVC), QA, SRE.</li> <li>✓ Familiar with: Python, MySQL, Graphics.</li> </ul> <p><b>TECHNOLOGIES</b></p> <ul style="list-style-type: none"> <li>✓ Presentation technologies: HTML, CSS, OOP.</li> <li>✓ Database design and data modeling (SQL).</li> <li>✓ Development Technologies: Waterfall, Agile Development.</li> </ul> <p><b>FRAMEWORKS/LIBRARIES</b></p> <ul style="list-style-type: none"> <li>✓ OOP: Swing(java), ASP.Net (MVC).</li> <li>✓ CMS/Blog: WordPress</li> </ul> <p><b>SOFTWARE</b></p> <ul style="list-style-type: none"> <li>✓ Database: MySQL, MSSQL.</li> </ul>
4	Mohammad Rakibul Islam	Developer (iOS Expert)	rakibul@devnetlimited.com	15 Years	<ul style="list-style-type: none"> <li>• <b>More than 15 project complete, major project title below:</b></li> </ul> <p>1.Development of Web Based Software &amp; Training for BASB Automation System      2.IDCOL Digitization Project      3.Digitization of Handwritten Manuscripts, Old Newspapers and Rare</p>	EMBA (major Finance)  BSc. Honors in Physics	<p><b>LANGUAGES</b></p> <ul style="list-style-type: none"> <li>• Proficient in: PHP, JavaScript</li> <li>• Familiar with: C, C++, Java, Ruby, Python</li> </ul>

Sl. No	Full Name & Firm Name	Designation	Email Address	Year of Experience (ICT relevant)	Project Experience and Role	Academic background	Expertise
	(Devnet)				<p>Collection of Dhaka University Library</p> <p>4.Developing Digital Land Record (Khotian) System</p> <p>5.Software development for NID based SIM registration process</p> <p>6.Development of Online GIS Based Application &amp; Database Management System and a Web Portal for Small and Cottage Industries</p> <p>7.KYC Management Solution for bKash Limited</p> <p>8.Web based archiving software, Scanning, Data Entry and Archiving of Patient Records</p> <p>9.Supply, installation, testing and commissioning of Document Management System (DMS) solution for Social Islami Bank Ltd.</p> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>Work experience as an app developer.</li> <li>• Experience in Objective-C, Swift, Xcode, and Cocoa Touch.</li> <li>• Knowledge of iOS back-end services.</li> <li>• Proficient in iOS Frameworks such as Core Data, Core Graphics.</li> <li>• Knowledge of Apple's design principles and application interface guidelines.</li> </ul>		<b>TECHNOLOGIES</b> <ul style="list-style-type: none"> <li>• Presentation technologies: DHTML/HTML, CSS, XSL</li> <li>• Database design and data modeling (SQL, XML).</li> </ul> <b>FRAMEWORKS/LIBRARIES</b> <ul style="list-style-type: none"> <li>• PHP: Codeigniter, YII, Symfony, Slim, Laravel CMS/Blog: Wordpress</li> </ul> <b>SOFTWARE</b> <ul style="list-style-type: none"> <li>• Database: MySQL, SQLite, MongoDB, PostGreSQL(Familiar with)</li> <li>• Web Server: Apache, Nginx, Node</li> </ul>
5	Shuvro Roy (Devnet)	Developer (Android Expert)	shuvro.nsu.cse@gmail.com	05 Years	<p><b>More than 5 project complete, major project title below:</b></p> <ol style="list-style-type: none"> <li>1. IMS Management Solution for bKash Ltd.</li> <li>2. Audit Automation Software for Islami Bank.</li> <li>3. Web portal development for Devnet Ltd.</li> </ol> <p><b>Major project role below:</b></p> <ul style="list-style-type: none"> <li>Translate designs and wireframes into high quality code</li> <li>• Design, build, and maintain high performance, reusable, and reliable Java code</li> <li>• Ensure the best possible performance, quality, and responsiveness of the application</li> <li>• Identify and correct bottlenecks and fix bugs</li> <li>• Help maintain code quality, organization, and automation</li> </ul>	Bachelors of Computer Science & Engineering (BSc in CSE)	<b>LANGUAGES</b> <ul style="list-style-type: none"> <li>✓ Proficient in: PHP, JavaScript, (Node js)</li> <li>✓ Familiar with: C, C++, Java,</li> </ul> <b>TECHNOLOGIES</b> <ul style="list-style-type: none"> <li>✓ Presentation technologies: DHTML/HTML, CSS, XSL</li> <li>✓ Database design and data modeling (SQL, XML).</li> <li>✓ Development Technologies: OOD, Agile Development, Ad-Hoc Development</li> </ul>