



Date: 05.11.2020

MUTUAL AGREEMENT
For the Project Collaboration
between
Sustainable Research and Consultancy Ltd. (SRCL),
and
Mohammad Abdul Halim, Chairman, Eventsive Solutions Limited.

1. Introduction:

This is an agreement between **Party A** (SRCL, Taz mansion, 28 Kawran Bazar, Dhaka-1205.) and **Party B** (Mohammad Abdul Halim, Chairman, Eventsive Solutions Limited, YS-6C, B-69, Basic Leather Industrial Area, Hemayetpur, Savar, Dhaka.) for project collaboration. In this agreement SRCL will perform as a consultancy firm for different organizations and Md. Abdul Halim with his team will perform as a consultant team in favor of SRCL.

For the purpose of carrying out the different project in different locations relevant to leather sector "Party A and Party B" hereby affirm their commitment to collaborate the proposed activities specified in the different projects. We, the parties agree to carry out to the best of our ability the objective to achieve the results laid out in the Results-Based Management framework. In particular, we are committed to contribute towards:

2. SRCL organization Responsibilities

- a) Contract with different trade associations, liaison with international and national organization.
- b) Sourcing the fund Local (Govt. & NGO) and International (Donor) fund in context of 4IR, IT, Industrial, Fire, SME, Audit, Certification, WASH, Training, Industrial Planning, Engineering, Design, Testing & Commissioning, Disaster Management, sustainability, nutrition, livelihood, market survey, safety aspect and other associated project areas.
- c) Project proposal preparation and submission (Official support like printing, binding, transport and others).
- d) Full official, administration, financial and compliance management.
- e) Pursuing the fund and file processing, receiving the fund from national and international organizations and utilization the fund for project management.
- f) Training arrangement and coordination (Foreign and local).
- g) All kinds of liaison management from project office (Email, phone, Fax and other social format) and arrangement of workshop, dialogue, campaign, announcement, social marketing like (Facebook, YouTube, what's app, Skype, and other format).

3. Mohammad Abdul Halim With His Team Consultancy Responsibilities

- a) Contract with different leather factories to conduct different project activities.
- b) As per demand of SRCL, Mr. Halim will conduct different audit, industrial set up, testing & commissioning. If Mr. Halim need to hire any freelance consultant or expert, their service charge will be from Project Management Cost.
- c) Help SRCL to develop project concept notes and proposal preparation.
- d) Help SRCL to Survey team set up, research team lead, questionnaire preparation analysis, Database analysis and final report preparation with submission.
- e) Project meeting participation as per demand of SRCL.
- f) Policy making as per demand of SRCL in context of upcoming issues.
- g) Expert involvement and management for different aspects.
- h) Lead the knowledge transfer and knowledge mobilization initiatives based on the research outcomes.

4. Profit Sharing:

Declared Consultancy Fee: 15% (fifteen percent) of total project volume as per agreement with leather associations {Bangladesh Tanners Association, BTA (Source: BTA/2020/371) and Bangladesh Finished Leather, Leathergoods and Footwear Exporters' Association, BFLLFEA (Source: BFLLFEA/SRCL/2020/2/8)}. This fee will be distributed according to this agreed document following.

Sl. No.	Item	Tentative Cost (project wise)
- 01	Project Procurement Cost	10% of total volume
02	Project Management Cost (indoor)	2% of total volume
03	Total	12% of total volume