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**

1. Contract with different trade associations, liaison with international and national organization.
2. 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.
3. Project proposal preparation and submission (Official support like printing, binding, transport and others).
4. Full official, administration, financial and compliance management.
5. Pursuing the fund and file processing, receiving the fund from national and international organizations and utilization the fund for project management.
6. Training arrangement and coordination (Foreign and local).
7. 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**

1. Contract with different leather factories to conduct different project activities.
2. 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.
3. Help SRCL to develop project concept notes and proposal preparation.
4. Help SRCL to Survey team set up, research team lead, questionnaire preparation analysis, Database analysis and final report preparation with submission.
5. Project meeting participation as per demand of SRCL.
6. Policy making as per demand of SRCL in context of upcoming issues.
7. Expert involvement and management for different aspects.
8. Lead the knowledge transfer and knowledge mobilization initiatives based on the research outcomes.

## 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.

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| **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 |

**Profit:** All profit will be distributed after getting the fund favor of SRCL. In around 3% of the total volume will be distributed following percentages for project management and consultancy. If any changes in profit general terms, that will be fixed with agreed discussion.

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| **Sl. No.** | **Item** | **Profit Sharing** |
| **01** | **Party A** (SRCL, Taz mansion, 28 Kawran Bazar, Dhaka-1205.) | 1.5% |
| **02** | **Party B** (Mohammad Abdul Halim, Chairman, Eventsive Solutions Limited. YS-6C, B-69, Basic Leather Industrial Area, Hemayetpur, Savar, Dhaka.) | 1.5% |

## Paper Work:

All consultancy related paper work for all project management under this agreement will be maintained by SRCL with due contact with Mr. Halim. Different kinds of audit management & activities paper work should be received, signed, maintained and continued by SRCL.

## Agreement Discontinuation:

It shall be effective upon the signature of both Parties’ authorized officials, until a written embargo creates and until the agreement valid with BTA, BFLLFEA and any criminal offence is created by engaged consultant then thus agreement will be discontinued. If any party want to withdraw or postponed their activities then a written embargo signed by both parties will be enough to discontinue. Besides the mentioned activities related to leather sector {Tannery, Leather goods, Footwear (Leather and Non-leather) and Footwear Accessories Manufacturing Industry)} no other business will be continued or managed under this agreement.

## Disclaimer:

All the clauses responsibilities of this agreement is well known to us. We undersigned personnel are concern, agree and will follow all above clauses accordingly. If any changes are required then with all others concern, we’ll decide and finalize the changes.

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| **Permitted and Agreed By** | |
| **Name** | **Signature** |
| **Party A (SRCL)** | |
| **Abu Jubayer**  Managing Director,  Sustainable Research and Consultancy Ltd (SRCL) Taz Mansion, 28, Kawran Bazar, Dhaka-1205.  Cell: 01711459532  website: www.srclbd.com |  |
| **Party B (Consultant)** | |
| **Mohammad Abdul Halim**  Chairman,  Eventsive Solutions Limited  YS-6C, B-69, Basic Leather Industrial Area, Hemayetpur, Savar, Dhaka.  Cell: 01762049459  website: www.eventsive.com |  |