

COSMOPOLITAN INDUSTRIES (PVT.) LIMITED

Factory: Khejur Bagan, Bara Ashulia, P.S.- Ashulia, Dhaka-1341, Bangladesh
Tel: 880 2.7742302-08, 7742955; Fax: 880 2.7741792; E-mail: epic@epicbd.com

Corporate Office: House # 17, Road # 15, Rabindra Swarni, Sector # 3, Uttara, Dhaka-1230, Bangladesh
Tel: 880 2.8950247, 8958230, 8960757, 8964015, 8962141, 8962806; Fax: 880 2.8920702; E-mail: epic@epicbd.com

Office Copy

July 27, 2020

Mr. Sahebzada Syed Kowser Ahmed
The Hongkong and Shanghai Banking Corporation Limited
Management Office: Level 4, Shanta Western Tower
186 Bir Uttam Mir Shawkat Ali Road (Tejgaon-Gulshan Link Road)
Tejgaon I/A, Dhaka 1208, Bangladesh



Subject: To apply for workers' salaries of July'20 through HSBC Bangladesh to Bangladesh Bank

Dear Sir,

We request your assistance to process loan amount of BDT 50,175,867/= (Taka Fifty Million One Hundred Seventy Five Thousand Eight Hundred Sixty Seven) only through the stimulus package declared by Bangladesh Government for active export oriented industries which will be used solely for the purpose of salary payout of our workers. We confirm that, we have not applied for this fund through any other bank/financial institution. We also confirm that we have not declared any layoffs in our company from date of commencement of public holiday as declared by the Government of Bangladesh.

Enclosed please find

- I. 3 months' salary sheet of the workers for whom the loan is being requested (Already submitted)
- II. Form - D as required by Bangladesh Bank (Annexure-A)
- III. BGMEA's signed certification that our company falls within the scope of this government stimulus; (Already submitted)
- IV. An undertaking to confirm that salary disbursement will be facilitated through our salary processing bank Dutch-Bangla Bank Limited and The Hongkong and Shanghai Banking Corporation Ltd. (Annexure-B)

Other required information pertaining to July workers salary are given below:

Sl	Particulars		To be paid before eid holidays i.e. on 29 th July'20	To be paid after eid holidays i.e. on or before 13 th August'20
1	No. of workers salary for July'20	4,429	-	-
2	Total Salary Amount for July'20	Tk. 50,175,867	Tk. 24,670,180	Tk. 24,668,118
3	Total Loan Amount for July'20	Tk. 50,175,867	Tk. 24,670,180	Tk. 24,668,118
4	Total PF Amount for July'20	Tk. 837,569	-	Tk. 837,569
5	Amount to be transferred to their salary processing bank/MFS			
	- Dutch Bangla Bank Limited	Tk. 185,128	Tk. 92,565	Tk. 92,563
	- DBBL MFS (Rocket)	Tk. 49,045,483	Tk. 24,523,771	Tk. 24,521,712
	- HSBC	Tk. 113,347	Tk. 53,844	Tk. 53,843

Please contact the undersigned should you have any queries in this regard.

Sincerely,
Cosmopolitan Industries Pvt. Ltd.

Authorised Signatories

Encl.- As above

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Management Office: Level 4, Shanta Western Tower
186 Bir Uttam Mir Shawkat Ali Road (Tejgaon-Gulshan Link Road)
Tejgaon I/A, Dhaka 1208, Bangladesh

Subject: Loan disbursement amounting to Tk. 50,175,867/- for payment of July's salary

Dear Sir,

This is in reference to Bangladesh Bank BRPD Circular No. -07, 14 and 19 dated April 02, 2020, April 08, 2020 and April 15, 2020 respectively regarding Facilitating Salary Disbursement for Workers of Export-Oriented Companies Covid-19 Stimulus Fund as declared by the Government of Bangladesh, we would like to request you to sanction financial support fund for an amount of BDT 50,175,867/= for payment of workers salary for July, 2020 at the earliest.

You are requested to disburse BDT 50,175,867/- toward workers salary out of which Tk. 837,569/- toward PF to be transferred to PF Account. PF amount of Tk. 823,836 will be for the workers whose salary will be processed thru Rocket.

Required documents in this regard are enclosed herewith for doing the needful.

Sincerely,

Cosmopolitan Industries Pvt. Ltd.

Authorised Signatories



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World's first manufacturer

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July 27, 2020

Mr. Sahebzada Syed Kowser Ahmed
The Hongkong and Shanghai Banking Corporation Limited
Management Office: Level 4, Shanta Western Tower
186 Bir Uttam Mir Shawkat Ali Road (Tejgaon-Gulshan Link Road)
Tejgaon I/A, Dhaka 1208, Bangladesh



Undertaking

Dear Sir,

In consideration of HSBC Bangladesh processing our loan application to avail the stimulus package introduced by the Government of Bangladesh for active export-oriented industries, we acknowledge and agree the following:

- I. HSBC Bangladesh will process our loan application subject to satisfaction of all the required documents and disburse the loan after regulatory approval;
- II. HSBC will receive the loan amount from Bangladesh Bank and transfer the same through agreed mechanism to our salary bank Dutch Bangla Bank Limited. and The Hongkong and Shanghai Banking Corporation Limited;
- III. Our salary bank will ensure salary payout to individual workers' account/mobile wallet directly after performing necessary due diligence (checking National Identity Card /Birth Certificate) as required by the Bangladesh Bank circulars in this regard and as mentioned in your letter dated July 27, 2020;
- IV. Our salary bank will ensure salary payout after accounting for necessary income tax and provident fund amount as mentioned in Form - D accompanying our loan application.

We accept that HSBC Bangladesh may require further clarification and/or supporting documents in this regard after the loan disbursement and subsequent salary payout. We give our consent to assist HSBC Bangladesh with any such requirement.

Please contact the undersigned should you have any queries in this regard.

Sincerely,

Cosmopolitan Industries Pvt. Ltd.

Authorised Signatories



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World class manufacturing

Form - D

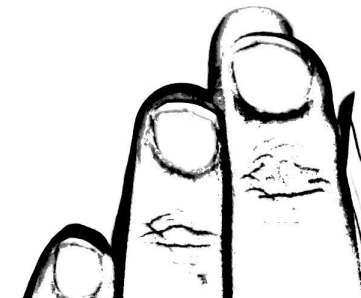
(Figure in taka)

Name of the Company: Cosmopolitan Industries Pvt. Ltd.
Registered Office - House-17, Road-15, Rabindra Swarani, Sector-3, Uttara, Dhaka

Employee's Salary Statement:

Information regarding last three months' Salary (in Taka)										Salary Payable - For July 2020					Salary Payable - For July 2020					
Sl	Name of the Employees	NID/Birth Registration Number	Mobile Number	Joining Date	Dec-19	Jan-20	Feb-20	Avg. of last three months salary	Monthly Salary	Income Tax	Subscription of PF	Paid as Salary (after deducting Income Tax & PF Subscription) to the Employees Account	Proposed Loan For July 2020	Bank/ MFS Account number	Name of the Bank/ MFS	Designation	Amount to be disbursed before eid	PF Amount to be disbursed after eid	PF Amount to be disbursed after eid	PF Amount to be disbursed after eid
					6	7	8	9=(5+6+7)/3	10	11	12	13=10-11-12	14=10	15			16	17	18	19
1	Mr. Piter Gomes	7612234865905	01718469817	09/01/1987	55,000	55,000	55,000	55,000	55,000	-	2,758	52,242	55,000	003-011491-001	HSBC	Factory Staff	26,121	26,121	2,758	55,000
2	Mr. Md. Wazid Uddin	9144153419	01715192844	12/12/1999	35,200	35,200	35,200	35,200	35,200	-	1,756	33,444	35,200	007-062341-001	HSBC	Factory Staff	16,722	16,722	1,756	35,200
3	Mr. MD. SIDDIQUE	2610457013308	01965801011	10/01/2011	26,236	26,970	26,809	26,672	23,147	-	1,146	22,001	23,147	007-182488-001	HSBC	Factory Staff	11,001	11,000	1,146	23,147
					116,436	117,170	117,009	116,872	113,947	-	5,660	107,687	115,247							

Checked by at least two persons including Chairman/ Managing Director of the Company
Date: 27 July 2020



Cosmopolitan Industries (Pvt.) Ltd.
Salary for the Month of July, 2020

SL	Name	11 Digit Mobile no. / 12 Digit ROCKET Account No.	Total	Amount to be disbursed before eid	Amount to be disbursed after eid
1	Md. Ataur Rahman Shahin	017128996137	20,052	10,026	10,026
2	Mr. Nasir Uddin	017473723382	24,785	12,393	12,392
3	Mr. Anower Hossain	019198303848	22,852	11,426	11,426
4	Ms. Nur Jahan	019667633264	12,704	6,352	6,352
5	Mr. Mohsin	018923605418	13,604	6,802	6,802
6	Mr. Tohidur Rahman	017192936761	20,091	10,046	10,045
7	Mr. Nannu Miah	019323940882	18,700	9,350	9,350
8	Mr. Delowar Hossain Asad	019171086546	18,821	9,411	9,410
9	Ms. Liza	017145314624	13,254	6,627	6,627
10	Mr. Khodip	017524948259	14,866	7,433	7,433
11	Ms. Panna	014057943792	12,858	6,429	6,429
12	Ms. Hosneara	019560855922	13,428	6,714	6,714
13	Mr. Afsar Mollah	013018271414	18,838	9,419	9,419
14	Ms. Yeasmin	019104959390	15,069	7,535	7,534
15	Mr. Siraj Bapari	017601802485	18,577	9,289	9,288
16	Ms. Parveen	019257986983	13,186	6,593	6,593
17	Mr. Delwar Hossain	013155606784	13,881	6,941	6,940
18	Ms. Mina	014064873752	12,704	6,352	6,352
19	Mr. Motiur Rahman	019427828912	16,714	8,357	8,357
20	Ms. Jarna	019285889964	12,678	6,339	6,339
21	Ms. Akhi	017705278770	12,858	6,429	6,429
22	Mr. Rabiul	019439499605	19,317	9,659	9,658
23	Ms. Fatema	017903245464	12,376	6,188	6,188
24	Mr. Masud Akan	017182157843	19,974	9,987	9,987
25	Mr. Aminul Islam	017354098753	21,170	10,585	10,585
26	Mr. Anisur Rahman	019493860702	12,957	6,479	6,478
27	Ms. Nurbanu	016886179157	13,183	6,592	6,591
28	Mr. Anisur Rahman	019341590226	13,380	6,690	6,690
29	Mr. Lutfar	018318917661	12,974	6,487	6,487
30	Mr. Ohidul Islam	019189954506	16,999	8,500	8,499
31	Mr. Akram Hossain	017491640960	14,541	7,271	7,270
32	Mr. Nuruzzaman	017384119761	14,137	7,069	7,068
33	Mr. Ratan Miah	017512109731	17,692	8,846	8,846
34	Mr. Tajul Islam	017278333284	15,097	7,549	7,548
35	Mr. Shahid Islam	019536595080	14,547	7,274	7,273
36	Md. Jahagir Alam Jahid	017243969590	20,382	10,191	10,191
37	Mr. Habibur Rahman	019161558073	17,382	8,691	8,691
38	Mr. Saiful Islam	017286390077	19,806	9,903	9,903
39	Mr. Akram Hossain	017274113902	19,339	9,670	9,669
40	Ms. Afroza	017006231751	12,411	6,206	6,205
41	Mr. Siddiqur Rahman	017289803131	22,199	11,100	11,099
42	Ms. Kana Akter	017879492946	14,645	7,323	7,322
43	Ms. Nazma Khatun	019495241016	12,795	6,398	6,397
44	Ms. Sukhi	017974261310	12,738	6,369	6,369
45	Mr. Al Amin	017059544205	19,416	9,708	9,708
46	Ms. Rubina	019155039570	14,352	7,176	7,176
47	Mr. Sumon	013150687109	15,312	7,656	7,656
48	Ms. Kakoly	017871315222	14,025	7,013	7,012
49	Ms. Josna	019145831924	13,824	6,912	6,912
50	Ms. Kazol	019105591454	13,141	6,571	6,570
51	Mr. Abdul Kader	018848851401	19,556	9,778	9,778
52	Mr. Sadequul Islam	019132191886	15,348	7,674	7,674
53	Ms. Papia	013013707995	13,166	6,583	6,583
54	Mr. Abdul Maleq	017187927845	18,595	9,298	9,297
55	Mr. Sagor	017250501988	15,026	7,513	7,513
56	Ms. Banna	017302067153	12,704	6,352	6,352
57	Ms. Rozina	014041329220	12,704	6,352	6,352
58	Mr. Shah Alom	017887760160	12,494	6,247	6,247
59	Mr. Shakil Mia	019290048928	13,731	6,866	6,865
60	Ms. Shilpi	019910406913	12,664	6,332	6,332
61	Ms. Sumi	019811399395	13,220	6,610	6,610



(Handwritten signatures)

Abdullahi	017614463687	8,875	4,438	4,437
Abdullahi	017621378046	8,375	4,188	4,187
		49,045,483	24,523,771	24,521,712



[Handwritten signatures]

