



## Work Order

Date: 26<sup>th</sup> May 2016

A.K.M Saiful Bari ( P. Eng.)  
Managing Director  
SB Consultant Ltd  
Sapno Sargo (9<sup>th</sup> floor)  
46/C Asad Avenue  
Mohammadpur , Dhaka.

Sub : Work order for checking & documentation of SQ Birichina Ltd Factory Building, Valuka Mymensingh.

Dear Mr. Bari,

We are pleased to issue the work order for the checking & documentation of SQ Birichina Ltd Factory Building, Valuka Mymensingh with the following terms and condition.

### SCOPE OF WORK (structure):

#### A: Analysis & Documentation Part:

1. Preparation of all necessary drawing and designs and structural calculation to satisfy accord/alliance review process. This would include the items mentioned below, however if any further detail is required by accord/alliance then that shall also be covered within the scope of work.
2. Meeting with the client about structural design.
3. Surveying of existing building development of Full Engineering As-Built Drawings showing structure, loading, elements, dimensions, levels, foundations & framing on Plan, Section & Elevational drawings.
4. Prepare supporting calculations with a model based design check to assess the safety & serviceability of the building against loading as set out in BNBC-2006.
5. A Geotechnical Report describing ground conditions & commenting on foundation systems used/proposed.
6. A Report on Engineering tests carried out to justify materials strengths & reinforcement content in all key elements studied.
7. Detailed load plans shall be prepared for each level showing current & potential future loading with all key equipment items shown with associated loads.
8. Prepare an assessment report that covers the following:
  - \* As- Built drawings including.

*A. Saiful Bari* *SM*

stand tall or naught

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\* Plans at each level calling up and dimensioning all structural components.

\* Cross sectional drawings showing structural beams, slabs, floor to heights, roof build-ups and Basic design information of the structure.

\* Highlight any variations between As-built compared to the design structure

\* Result of testing for strength and materials.

\* Results of geotechnical assessment and testing/investigation.

\* Details of loading, inputs and results of computer modeling.

\* Commentary on adequate/inadequacy of elements of the structure.

\* Schedule of any required retrofitting for safety or performance of structure.

9. If anything will be found inadequate then retrofitting design & drawing will be supplied.

**B : Certification :**

1. Preparation of Certificate on basis from structural analysis and physical report.
2. Consultancy Fees:

|   |             |
|---|-------------|
| 2.1 Total Consultancy Fee(Excluding VAT & AIT)L/S | =500,000.00 |
| 2.2 Net Payable Amount (Excluding VAT & AIT)      | =500,000.00 |
| In Word : Taka Five Lac Only                      |             |

3. Model of payment (payment must be in favor of "SB" Consultant Limited" by account payee cheque)

- a) 30% of the total fee to be paid as start-up fee during the signing of the agreement.
- b) 70% of the total fee to be paid within seven days upon submission of total Detail Engineering analysis (DEA) report.

4. Time Schedule: Total time required 2-months from the date of issue work order.

5. SITE VISIT WILL BE FOLLOWS: (During retrofitting works)

|                        |                    |
|------------------------|--------------------|
| 5.1 Principal Engineer | 8,000.00 per visit |
| 5.2 Senior Engineer    | 5,000.00 per visit |

Thanking You

Alope Bagchi  
Chief Financial Officer

Accepted by

SB Consultant Ltd