

15 January 2020

Golam Mostofa Kiron
Proprietor, Transparent
189 Bir Uttam CR Datta Road (3rd floor),
Hatirpool, Dhaka-1205.

Subject: Work order for Correction of Error of Easy Learning Book.

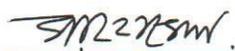
Dear Mr. Kiron,

I am pleased to inform you that the MRDI procurement committee accepted the cost details submitted by you yesterday for correction of error of Easy Learning Book on RTI 'এখন তথ্য পাওয়া সহজ'. We are requesting you to take necessary steps to carry out the assignment and supply the books with in 25 January 2020 considering following details:

Sl.	Job details	Quantity	Price in Taka
1.	Correction of error of Easy Learning Book: <ul style="list-style-type: none">• Open the packing & new packing of 5000 books• Open existing binding & move error forma• 1 forma four color print on 100gm offset paper• Re-binding & cutting	5,000	68,000.00
	Total		68,000.00

1. The total payment will be Tk. **68,000.00** (Sixty eight thousand) only for the assignment excluding any deduction for VAT & Tax. Payment will be made through A/C payee cheque/Bank transfer upon submission of bill.
2. MRDI will pay admissible VAT and Tax to Govt. Treasury.
3. MRDI will not be responsible for any loss/damage arising/occurring on processing of production.
4. MRDI will have the right to reject the work order if the terms & conditions are not fulfilled properly, or delivery is not made within the specified time. MRDI may claim reproduction of the materials if the production quality is not satisfactory.

Thanking you,


Md. Shahid Hossain
Advisor, Planning & Development




15/1/2020

Management and Resources Development Initiative (MRDI)

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