



MRDI/2022-2023/324

28 May 2023

S.M. Kudrat Ullah

Proprietor, Idea Printers
84, Dhaka University Market,
Sonargoan Road, Katabon, Dhaka-1000.

Subject: Work order for reprinting 1200 copies of Factchecking handbook.

Dear Mr. Kudrat Ullah,

This is to inform you that your quotation submitted to us on 28 May 2023 has been accepted and MRDI has selected your organization for re-printing 1200 copies of Factchecking handbook. You are requested to supply the Factchecking handbook as per following conditions:

| Sl. | Particular | Quantity | Unit Price (BDT) | Price in Taka |
|-----|--|----------|------------------|-------------------|
| 1. | Fact checking handbook. Size: 6inch x 8.7-inch, Page: 84 Cover: 300gm Art Card 4 color print Matt & spot Lamination Inner: 100gm Offset paper 4 color print Hard Book Binding | 1200 | 200 | 240,000.00 |
| | Total | | | 240,000.00 |

1. The total payment will be Tk. 240,000/- (Two lac forty thousand) including VAT & Tax for supplying 1200 copies of the Factchecking Handbook.
2. You will supply **200 copies of the factchecking handbook within 30 May 2023 and remaining 1000 copies within 03 June 2023** before 5.00 PM.
3. MRDI will not be responsible for any loss/damage arising/occurring during the processing of production.
4. Payment will be made through Bank transfer upon submission of the bill after delivery.
5. VAT and Tax as admissible will be deducted at source as per Govt. rules.
6. 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, or the production quality is not satisfactory.
7. You will require to acknowledge the Child Protection Code of Conduct as per MRDI Policy.
8. MRDI will provide DTP Design in printing version.

With best regards,

Tahmina Ferdowsy
Senior Accounts Officer
MRDI

REC BUBD
SD



28/05/23