

MRDI/2021-2022/171

16 September 2021

S.M. Kudrat Ullah
Proprietor, Idea Printers
10/2 Katabon Road (Muktijoddha Club)
New Market, Dhaka-1205.

Subject: Work order for ID Card (JANAK).

Dear Mr. Kudrat Ullah,

I am pleased to inform you that the MRDI procurement committee selected your organization for supplying ID Card (JANAK) We are requesting to supply the envelop with your quotation submitted to us on 16.09.2021.

Sl.	Particular	Quantity	Price in Taka
1.	ID Card (JANAK) Picture & signature editing, Plastic card, 4 color print, card casing & Ribbon As per sample	89	22,250.00
Total			22,250.00

1. The total payment will be Tk.22,250.00 (Twenty two thousand two hundred fifty) only for the ID card including Vat & Tax.
2. Payment will be made through A/C payee cheque/Bank transfer upon submission of bill.
3. VAT and Tax as admissible will be deducted at source.
4. You will supply the ID Card in MRDI office within 22 September 2021 within 5.00 PM.
5. MRDI will not be responsible for any loss/damage arising/occurring on processing of production.
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. MRDI may claim reproduction of the ID card if the production quality is not satisfactory.

Thanking you,



Sk. Shaniaz Ahmed
Deputy Manager, Accounts
Cell # 01819 472479



Approved
16-09-2021

Management and Resources Development Initiative (MRDI)

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