

MRDI/2019-2020/203

23 September 2019

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

Subject: Work order for Installation of 10 Stall.

Dear Mr. Kiron,

I am pleased to inform you that the MRDI procurement committee has selected your organization to install 10 stalls at National Museum programme venue on the occasion of observation of RTK day on 29 September 2019 (Date change) under the project "Better Governance for Better Services" supported by MJF.

You are requested to complete the assignment fulfilling the terms & conditions stated below:

1. You will install 10 stalls with materials you stated in your quotation.
2. You will maintain close communication with MRDI staffs regarding this issue
3. The total price will be **Tk.49,450/- (Forty nine thousand four hundred fifty)** only for the assignment including VAT & Tax as per following details:

Particular	Amount
Total Amount	46,000.00
Add: 7.5% VAT	3,450.00
Total price including VAT & Tax	49,450.00

4. MRDI will not be responsible for any loss/damage arising/occurring while the installation of the stall.
5. MRDI will have the right to reject the work order if the terms & conditions of quotation are not fulfilled properly, or the installation of stall are not completed within the specified time, or the making quality of the stall are not satisfactory.

Thanking you,



Md. Abdul Gofur
Manager, finance

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23/9/19



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