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MRDI/2025-2026/326

22 February 2026

S.M. Kudrat Ullah
Proprietor
Idea Printers
84, Dhaka University Market,
Sonargoan Road, Katabon, Dhaka-1000.

Subject: Work order for printing 300 copies of 'Assessment Report: Margins of the Gaze'.

Dear Mr. Kudrat Ullah,

This is to inform you that MRDI has selected your organization for printing 300 copies of Assessment Report: Margins of the Gaze' complying with your quotation submitted to us on 18.02.2026 under the project 'Strategic Togetherness for Inclusive Development (STID)' in partnership with GFA Consulting Group GmbH (GFA). You are requested to supply the 'Assessment Report: Margins of the Gaze' as per following conditions:

Sl.	Particular	Quantity	Unit Price	Price in Taka
1.	Margins of the Gaze Report: Coverage of Marginalized People in Bangladesh — Media Monitoring (2022–2024) 1.Report Editing 2.Report Production DTP Design Cover Design, graph, table, info-graphic etc Size: 8.25 inch x 11.00 inch Page: 72 pages Cover: 300gm Art Card, 4 color print Mat & Spot Lamination Inner: 100gm offset paper 4 Color Both Side Print Binding: Hard Book	300	530/-	159,000.00
	Total (including VAT & Tax)			**159,000.00**

1. You will use the materials of printing you stated in your quotation and other jobs required for production.

2. You will supply 300 copies of Assessment Report: Margins of the Gaze' to the MRDI office, 8/19 Sir Syed Road, Mohammadpur, Dhaka within seven working days after receiving the final approved version for printing.

3. The total payment will be **Tk. 159,000/- (One lac fifty nine thousand)** including VAT & Tax for the 'Assessment Report: Margins of the Gaze'.

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4. MRDI will not be responsible for any loss/damage arising/occurring during the processing of production.

5. Idea Printers will give us an illustration copy of the of 'Assessment Report: Margins of the Gaze' in soft version.

6. Payment will be made through bank transfer upon submission of the bill after delivery of printed materials in good condition.

7. 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.

8. Require acknowledging the Child Protection Code of Conduct and Gender Code of Conduct as per MRDI Policy.

Thanking you,

Sk. Shaniaz Ahmed
Deputy Manager, Accounts

Accepted by: **S.M. Kudrat Ullah**
Date: 26 February 2026

Docusign Envelope ID: CD9B8C2E-A2C4-492C-B27A-BAB79E107A24

Child Protection Code of Conduct

I, **S.M. Kudrat Ullah, Proprietor, Idea Printers**, acknowledge that I have read and understood MRDI's *Child Protection Policy* under the Financial and Administrative Manual and agreed that in the course of my association with MRDI, **I must:**

- treat children with respect regardless of race, colour, gender, language, religion, political or other opinion, national, ethnic, or social origin, property, disability, birth or other status
- not use language or behavior towards children that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate
- not engage children under the age of 18 in any form of sexual intercourse or sexual activity, including paying for sexual services or acts
- wherever possible, ensure that another adult is present when working in the proximity of children.
- not invite unaccompanied children into my home, unless they are at immediate risk of injury or in physical danger.
- not sleep close to unsupervised children unless absolutely necessary, in which case I must obtain my supervisor's permission, and ensure that another adult is present if possible
- use any computers, mobile phones, video cameras, cameras or social media appropriately, and never to exploit or harass children or access child exploitation material through any medium
- not use physical punishment on children
- not hire children for domestic or other labour which is inappropriate given their age or developmental stage, which interferes with their time available for education and recreational activities, or which places them at significant risk of injury
- comply with all relevant legislation, including labour laws in relation to child labour
- immediately report concerns or allegations of child exploitation and abuse and policy noncompliance in accordance with appropriate procedures
- immediately disclose all charges, convictions and other outcomes of an offence, which occurred before or occurs during my association with MRDI that relate to child exploitation and abuse.

When photographing or filming a child or using children's images for work-related purposes, I must:

- assess and endeavour to comply with local traditions or restrictions for reproducing personal images before photographing or filming a child
- obtain informed consent from the child and parent or guardian of the child before photographing or filming a child. As part of this I must explain how the photograph or film will be used
- ensure photographs, films, videos and DVDs present children in a dignified and respectful manner and not in a vulnerable or submissive manner. Children should be adequately clothed and not in poses that could be seen as sexually suggestive
- ensure images are honest representations of the context and the facts
- ensure file labels, meta data or text descriptions do not reveal identifying information about a child when sending images electronically or publishing images in any form.
- I understand that the obligation is on me, as a person associated with MRDI, to use common sense and avoid actions or behaviors that could be construed as child exploitation and abuse.

Signature:

Date: 26 February 2026

Docusign Envelope ID: CD9B8C2E-A2C4-492C-B27A-BAB79E107A24

Gender Code of Conduct

I, **S.M. Kudrat Ullah, Proprietor, Idea Printers,** acknowledge that I have read and understood MRDI's *Gender Code of Conduct* aligned with the Gender Policy and organization's strategic objective on gender transformation, and agree that during my association with MRDI, I **must:**

- uphold the principle of gender equality & equity
- not discriminate against any gender
- adhere to a zero-tolerance policy on sexual harassment, exploitation, and abuse
- not perpetuate gender stereotypes and bias
- treat all genders with respect regardless of race, colour, language, religion, political or other opinion, national, ethnic or social origin, property, disability, birth or other status
- promote equal opportunities for all genders, including equal participation in decision-making, leadership roles, and access to services.
- must refrain from sharing, publishing, or promoting any news, photos, videos, or content—on social media or other platforms—that are derogatory, harmful, or undermine the dignity & rights and exploit or harass individuals.
- not use language or behaviors towards any gender that is inappropriate, harassing, abusive, sexually provocative, demeaning, or culturally inappropriate.
- acknowledge and abide by relevant national laws, rules, and policies, including labor laws concerning gender
- immediately disclose all charges, convictions, and other outcomes of an offence, which may have occurred before or occurred during my association with MRDI that relates to gender issues
- I understand that the obligation is on me, as a person associated with MRDI, to use common sense and avoid actions or behaviors that could be construed as gender discrimination and abuse.

Signature:

Date: 26 February 2026