

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

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### GENERAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS that Bakhrabad Gas Distribution Company Limited a Company incorporated under the Companies Act, 1994 and having its registered office at Chapapur Comilla (hereinafter referred to as the Company) both hereby nominate, constitute and appoint Mr. Bijit Kumar Sarkar, Managing Director of the Company its true and lawful attorney (hereinafter referred to as the Attorney) for its, in its name and on its behalf to do, execute and perform all such acts, deeds, matters and things as are necessary, proper, expedient or conducive to the attainment of any of the objects of the Company under the general direction and guidance (including approval of budgets, plans and policies) of the Board of Directors of the Company (hereinafter called the Board) and in particular the following :-

1. To do, execute and perform all such acts, deeds, matters and things as may be necessary, proper or expedient (a) for sale of gas and other liquid hydrocarbons (b) for construction, maintenance and improvement of gas transmission and distribution pipeline systems in the greater districts of Comilla, Brahmanbaria, Chandpur, Noakhali, Feni and Lakshmpur.
2. To arrange for purchase, acquire, take delivery of land and materials including construction materials, equipment, pipes and other materials as may be necessary or proper for the works involved in purchase of gas from gas fields and sale of gas to customers and construction of the pipelines and to procure and pay for any other goods and services in this connection.
3. To operate and maintain the pipeline.
4. To supervise, direct, control and manage all affairs and properties belonging to the Company or in which the Company is or may become interested and to do or transact or join with any other person(s) in doing or transacting all such acts and things as the attorney shall deem expedient for the benefit or protection of the Company's properties and interests as fully and effectively as the Company could have done itself.

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5. To sell gas at such rates and on such terms as will be fixed from time to time by the Board/ Petrobangla / Government.
6. To demand, sue for, enforce, payment of, receive and give receipts for all moneys, securities, debts, goods and other properties of the Company or to which the Company is now and may hereinafter become entitled.
7. Within the financial powers approved by the Board for the Attorney from time to time to purchase or otherwise acquire or obtain temporarily or permanently and land, building, plant, machinery, goods, materials, things or other property whatsoever and to work, manage, develop, improve, sell dispose off, let on lease or otherwise deal with any such property and to collect rents, royalties, prices or other money due in respect of such properties.
8. To make appointments of required officers, employees, workmen, or other persons as per organogram so approved by the Board of Directors and to promote, discharge, dismiss, remove, transfer such officers, employees, workmen and others persons from one office to another or from one appointment to another and to pay their salaries or emoluments, and to take disciplinary or every other suitable action for/ against or in regard to them as per provision contained in the Service Rule of the Company. And provided further that in all cases of discharge, dismissal or removal of personnel in General Manager grade, the Attorney shall obtain prior approval of the Board of Directors of the company.
9. To enter into, make, sign, execute, carry into effect, vary or discharge contracts, agreements, deeds, instruments, notices, receipts, payments, assignments, sales, transfers, exchanges, assurances, discharges and to do such other acts and things to such extent and for such purpose as may be directed by the Board from time to time.
  - (I) The Power and Authorities of the Attorney shall be limited in the manner and to the extent provided herein below :-

Description of works,  
Purchase, etc.

Limit of Power

- |  |                     |   |
|--|---------------------|---|
| A. Power to accord administrative approval for Civil /Electrical/ Mechanical works. (All cases for administrative approval are to be submitted to the concerned Technical Head who will examine the same and accord technical approval and submit to the competent authority as above for approval). | Up to Tk.2.00 crore | Subject to specific budget provision and approved PP/DPP. |
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“দেশপ্রেমের শপথ নিন, দুর্নীতিকে বিদায় দিন”

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Description of works, <u>Purchase, etc.</u>	<u>Limit of Power</u>	
B. Power to accept tender for Civil/ Electrical/Mechanical works.	Up to Tk.2.00 crore	Case should be processed through Tender Committee constituted by the competent authority and subject to budget provision.  <b>N.B.</b> Excess over estimated amount shall be approved by the competent authority as under : - Up to 10% with the concurrence of GM (Head of Accounts/ Finance). Subject to budget provision.
C. Power to approve excess over original estimate / original work order amount.	Up to 5%	Subject to budget provision.
D. Power to accord administrative approval for local Purchase.	Up to Tk.2.00 crore	Subject to specific Budget Provision /PP/DPP/ADP/Project Aid.
E. Power to accept tender for local purchase and approval thereof :		
i) Acceptance of bid/tenders : Bids or Tenders have been received in accordance with PPR-2008.	Up to Tk.2.00 crore	Case should be processed through Tender Committee constituted by the authority & subject to budget provision.
ii) Purchase at Govt. controlled rate &/or from nationalised enterprises without calling for tender.	Up to Tk.2.00 crore	-do-
iii) Proprietary materials for rea- sons recorded in writing.	Up to Tk.1.00 crore	Subject to budget provision.
iv) Placing of orders for specia- lised works up to Tk. 25 lac & for goods & services up to Tk. 10 lac in emergent cases for reasons recorded in writing.	For works : Up-to Tk. 25.00 lac. For goods & services: Up to. Tk 10.00 lac.	Subject to budget provision
v) Power to make spot purchase through duly constituted committee.	Up to Tk. 2.00 lac	Subject to budget provision.

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Description of works, Purchase, etc.	Limit of Power	
vi) Direct purchase.	Up to Tk.50,000.00 (For unforeseen urgent services).	Subject to budget provision.
	Up to Tk.15,000.00 (For goods).	
vii) Petty expenses / purchase without quotation.	Up to Tk.15,000.00	Subject to budget provision.
viii) Expenditure on immediate safety of employees, plant machinery, property etc. in cases of emergency i.e. flood, explosion, fire etc.		Full power to take such action as deemed fit, reporting to the Chairman within 72 hours.

**N.B :** 1. All sorts of purchases will be made in accordance with PPR, 2008.  
2. Purchase up to Tk. 2,00,000.00 may be made in accordance with PPR, 2008.

- F. Power to accord administrative approval for foreign purchase. Up to Tk.2.00 crore Subject to specific Budget provision PP/DPP/ADP/Project Aid.
- G. Power to accept tender for Foreign Purchase and approval thereof :
- i) Acceptance of bid/tenders: Bids or tenders have been received in accordance with PPR, 2008. Up to Tk.2.00 crore Case should be processed through Tender Committee constituted by the authority & subject to budget provision.
- ii) Proprietary materials for reasons recorded in writing. Up to Tk.1.00 crore Subject to budget provision.

**N.B :** All sorts of purchases will be made in accordance with PPR-2008.

- H. Power to approve general office expenditures :
- i) Taxes, duties, charges and other regulatory payments, pay and allowances and fringe benefits, etc. - Full Power Subject to budget provision.
- ii) TA/DA & Medical bills. - Full Power -do-

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Description of works, <u>Purchase, etc.</u>	<u>Limit of Power</u>	
iii) Publicity & Advertisement.	- Full Power	Subject to budget provision.
iv) (a) Hiring of office/residential accommodation, go-down etc.	- Full Power	-do-
(b) Payment of advance for hiring office accommodation.	- Full Power	-do-
v) Repair & maintenance of transport/vehicle and equipment.	- Full Power	Subject to budget provision and observance of Govt. rules & regulations.
vi) Entertainment of foreign experts/delegates.	- Full Power	Subject to budget provision.
vii) Auditor's fee	- Full Power	As per fee approved by Company AGM
viii) 1) Advance :	- Full Power	As per duly approved rules and subject to budget provision.
a) House Building		
b) Car advance		
c) Motor Cycle		
d) Bi-Cycle.		
2) Emergent : Office expenses	Up to Tk. 15,000.00	Subject to budget provision.
ix) Sanction of uniform/ liveries, umbrella etc. to the officials/ employees of the company.	- Full Power	Subject to entitlement and budget provision
I) Power to accord administrative approval for transport, furniture, fixture, office equipment and other expenditures of capital in nature :		
i) Purchase of furniture, fixture, office equipment & other expenditures as are capital in nature.	- Full Power	Subject to budget provision.
ii) Purchase of books, journals, etc.	- Full Power	- do -
J) Power of Attorney to sign contracts/ Agreement etc.	- Full Power	Subject to contract, agreement etc. having been duly processed and approval of the competent authority.
K) Power to write-off of Losses	Up to Tk.10,000.00	Subject to proper enquiry having been made to fix responsibility for loss and all efforts having failed to recover the loss.
L) Power to accord administrative & financial powers for unserviceable items of the company to sell on auction.	Up to Tk. 50,000.00	On the basis of price fixed by Condemnation Committee.
II) The Attorney is authorised to incur expenditure on entertainment on Company Account up to the budget provision at actual on the basis of vouchers/certificates.		

- III) The Financial control of the Company will be exercised by the Attorney through the Head of Accounts & Finance who/whose representative shall be associated in all Committees set up for Purchases, selection of tenders, procurement and in case of difference of opinion the case be submitted to the Board for a final decision.
10. To operate jointly with such person(s) as may be nominated by the Board for the purpose, any subsisting bank account or to open and similarly operate any new bank account in the name of the Company and to draw and sign cheques or orders for payment of money on any bank or banker or any Government Treasury or any other Government Establishments or Departments or on any persons, Company or Corporation in course of the conduct and management of the business and affairs of the company, as may in the opinion of the Attorney, be necessary or expedient.
11. To draw, accept, negotiate, grant, pay, endorse and satisfy bills of exchange, cheques, hundies, promissory notes, drafts, orders for payment or delivery of money, or goods, bills of lading, warrants, or other negotiable or mercantile instruments or securities and all other commercial, customs and excise instruments and documents whatsoever, which may be deemed necessary or proper in relation to the management of the affairs and business of the Company.
12. To appoint any representative, advocate, revenue agent or any other legal practitioners in any matter in court or before any Government or local authority and to sign and verify plaints, petitions, objections, memorandum of appeal, to affirm affidavits and to sign any papers or documents whatsoever that may be necessary in connection with any such matter.
13. To delegate any or several of the authorities even in this Power of Attorney to any other person or persons subordinate to the Attorney with the approval of the Board.

AND GENERALLY to do, perform, make or execute every such other acts, deeds, matters or things as shall be deemed fit, convenient requisite or necessary for the exercise of all or any of the aforesaid powers for effecting the aforesaid purpose(s).

AND IT IS HEREBY DECLARED that the Attorney in exercising the powers hereby conferred on him shall conform to the regulations and directions for the time being imposed on or given to him by the Board of Directors of the Company.

This Power of Attorney takes effect from 1st day of September 2019.

IN WITNESS WHEREOF the Company has caused its Common Seal to be hereunto affixed on this the \_\_\_\_\_ day of September 2019 of the Christian Era in the presence of :-



Chairman  
BGDCL Board of Directors


স্বাক্ষরিত আকর্তা  
অতিরিক্ত সচিব  
জ্বালানি ও খনিজ সম্পদ বিভাগ  
কিনাং জ্বালানি ও খনিজ সম্পদ মন্ত্রণালয়  
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

Witness :



1. **Dr. Md. Moniruzzaman**  
Deputy Secretary  
Energy & Mineral Resources Division  
Ministry of Power, Energy & Mineral Resources  
Govt. of the People's Republic of Bangladesh

2.



SK. Faruk Hasan Hitlu  
Director  
B.G.D.C.L, board

