



## Letter of Acceptance (LoA) (Variation Order for Additional Work)

Memo No: 35.02.0000.008.35.026.22-127

Date: 28 May, 2025.

**Managing Director**  
**Al-Arafat Services (Pvt.) Limited**  
**Ka-23, Kalachandpur (1<sup>st</sup> Floor), Baridhara**  
**North Road, Gulshan, Dhaka-1212.**

- Ref:** (1) 'Outsourcing Policy, 2025' No. – 07.00.0000.000.153.99.0001.21-178, Date: 15.04.2025;  
(2) DIFE Notice No. – 40.01.0000.102.33.001.16.2136, Date: 12.09.2022.  
(3) Signed Amended Contract Agreement No.- 35.02.0000.008.35.026.22-289, Date: 30.06.2024;  
(4) LoA for Additional Work No. - 35.02.0000.008.35.026.22-281, Date: 26.08.2024;  
(5) Signed Original Contract Agreement, Date: 01.08.2022;  
(6) Performance Security No.- 0102220078, Date: 01.08.2022;  
(7) LoA No - 35.02.0000.008.35.021.22-62, Date: 31.07.2022;  
(8) Invitation for Tender No - 35.02.0000.008.35.026.22-28, Date: 08.06.2022 (Package: S10-CH);

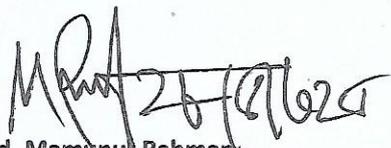
With reference to the subject matter and documents as aforementioned, this is to notify you that, the Procuring Entity has decided to give this **Letter of Acceptance (LoA) (Variation Order for Additional Work)** for **"Supply of Outsourcing PIU Staff (Package: S10-CH)"** till **31.05.2026** bearing an additional Value of BDT. 12,93,245/- (In Words: Taka Twelve Lac Ninety-Three Thousand Two-Hundred and Forty-Five; including VAT and IT as per Government Rate; deductible at source) and bearing the **total value of BDT. 51,37,705/- (In Words: Taka Fifty-One Lac Thirty-Seven Thousand Seven-Hundred and Five Only; including VAT and IT as per Government Rate, deductible at source)** in the same unit rate as mentioned in the 'Outsourcing Policy, 2025' and the same commission rate of 5% as per your Tender dated 30.06.2022, which had been accepted and approved by the Head of Procuring Entity (HoPE).

Therefore, you are requested to:

- accept in writing this LoA **within 1 (One) Working Days** of its issuance but **no later than 29.05.2025 (Thursday)**.
- if applicable, extend the validity of existing Performance Security till **31.07.2026**.
- sign the 2nd amended Contract Agreement in lieu of the Original Contract Agreement and 1<sup>st</sup> Amended Contract Agreement having a validity till 31.05.2026 **within 4 (Four) days** of issuance of this LoA but **no later than 01.06.2025 (Sunday)**.
- if applicable, submit the valid/up-to-date certificate (as mentioned in Ref.-8 above) issued by 'Department of Inspection of Factories and Establishments (DIFE)' by **30.11.2025**.

You may proceed with the execution of the aforementioned amended Contract Agreement only upon completion of the tasks bearing Serial-(i) to Serial-(iii). You may also please note that, this Letter of Acceptance (LoA) will constitute the formation of the 2<sup>nd</sup> amended Contract Agreement, which shall become binding upon you. However, this LoA as well as the 2<sup>nd</sup> Amended Contract Agreement will become null and Void, if the project period is not extended beyond 30.06.2025 by Roads Transport and Highways Division (RTHD).

**Attachment:** Amended Draft Contract Agreement- 1 (One) Copy.

  
**Md. Mamunur Rahman**  
Project Director

Establishment of Clearing House for Integrating Transport  
Ticketing System in Dhaka City and Adjacent Districts (Phase-II)  
Project  
Dhaka Transport Coordination Authority (DTCA)  
Email: [engrmmrsohel@gmail.com](mailto:engrmmrsohel@gmail.com), Contact No.: +880-1678-138363

**Copy to: for kind notification or if applicable, for further action (not in the order of seniority):**

- ✓ Programmer, DTCA (with request to publish this LoA in the website of DTCA).
- Office Copy/Guard File.