



Teletalk Bangladesh Limited  
A State-owned Mobile Network Operator  
Admin Department  
Rajuk Commercial Complex, Gulshan-1,  
Dhaka.  
[www.teletalk.gov.bd](http://www.teletalk.gov.bd)



**Record Number:** 14.35.0000.000.020.31.0082.18.819

Date: 20/07/2025

#### Office Order

As per Government Order Number- 14.00.0000.000.001.25.0006.17.359, Date: 02.07.2025, the following official of Teletalk Bangladesh Ltd. will participate in the "Factory inspection/Test" conducted by HS Engineering and Technology Limited for "Supply, Installation & Integration of DC Power (Battery) System for Transmission and BTS Sites for Lot-1" under "Expansion of Teletalk's Network up to Rural Areas and Network Readiness for 5G Services" Project. They will conduct the Factory Inspection/Test according to the following time schedule and location.

Sl.	Name, Designation & Department	Factory Location	Duration (Excluding Travel Time)
01	Mohd. Shamsuzzoha ID: 2210099 Additional General Manager (On Deputation) Audit Department (Main Charge) And Additional General Manager (On Deputation) CRM Wing, Sales & Marketing Department (Additional Charge) and Deputy Project Director-1 (On Deputation) "Expansion of Teletalk's Network up to Rural Areas and Network Readiness for 5G Services" Project (Additional Charge)	Shahu Community, Biling Street, Pingshan District, Shenzhen China,	20 July, 2025 to 24 July, 2025 Or nearest convenient Date.

The Terms and Conditions are mentioned below:

- a. All the expenses regarding this tour will be borne by HS Engineering and Technology Limited;
- b. The period of accomplishing the Factory Inspection/Test including transit will be treated as on duty;
- c. He will draw his usual pay and allowances from Bangladesh in local currency;
- d. He will return to the country within the stipulated time limit and join the office;
- e. On return from abroad he will submit a report as per govt. prescribed form to Admin Department within 15 Days.

2. Mr. Mohd. Shamsuzzoha, Additional General Manager (Audit)-main charge and Additional General Manager, CRM Wing, Sales & Marketing Department (Additional Charge) and Deputy Project Director-1, "Expansion of Teletalk's Network up to Rural Areas and Network Readiness for 5G Services" Project (Additional Charge) will be released after handing over his responsibilities of Additional General Manager (Audit) to Mr. Md. Shariful Islam, Additional General Manager, Procurement Department and Additional General Manager, CRM Wing, Sales & Marketing Department to Mr. Mohammed Shaiful Islam, Deputy General Manager, Sales & Marketing Department and Deputy Project Director-1, "Expansion of Teletalk's Network up to Rural Areas and Network Readiness for 5G Services" Project to Mr. Mohammad Razaul Karim Rizvi, Additional General Manager, Planning & Implementation Department. Mr. Md. Shariful Islam, Mr. Mohammad Razaul Karim Rizvi, Mr. Mohammed Shaiful Islam will look after the above mentioned responsibilities in addition to their main and additional responsibilities.

3. A charge hand over & take over report should send to all concerns of Teletalk.

This office order has been issued with the approval of the Managing Director, Teletalk Bangladesh Limited.



20-07-2025

Md. Ruhul Quddus  
General Manager (Admin)  
ruhul.quddus@teletalk.com.bd

**Record Number:** 14.35.0000.000.020.31.0082.18.819/1 (17)

Date: 20/07/2025

**Copy for Kind Information and Necessary Action (Not in the order of seniority):**

1. Secretary ((Routine Duty)), Office of Secretary , Post & Telecommunication Division and Chairman, Teletalk Bangladesh Limited;
2. Concern Head of the Department and Project Director;
3. Mr. Md. Shariful Islam, Additional General Manager, Office of the Procurement, Teletalk Bangladesh Limited;
4. Mr. Mohd. Shamsuzzoha, Additional General Manager, Office of the Audit, Teletalk Bangladesh Limited;
5. Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka.;
6. Chief Accounts & Finance Officer, T&T, Segunbagicha, Dhaka.;
7. Mr. Mohammad Razaul Karim Rizvi, Additional General Manager, Office of the Planning & Implementation, Teletalk Bangladesh Limited;
8. Mr. Mohammed Shaiful Islam, Deputy General Manager, Department of Sales & Marketing, Teletalk Bangladesh Limited;
9. Mr. Md. Harun-Or-Rashid, Managing Director, HS Engineering and Technology Limited.;
10. Private Secretary (Additional Responsibility), Office of the Managing Director, Teletalk Bangladesh Limited;
11. Manager, Office of IT & Billing, Teletalk Bangladesh Limited;
12. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka;
13. Assistant Manager, Office of the Admin, Teletalk Bangladesh Limited;
14. Assistant Manager, Office of the Admin, Teletalk Bangladesh Limited;
15. Assistant Manger, Office of the Admin, Teletalk Bangladesh Limited;
16. .., Personal File and
17. .., Office Copy.



20-07-2025

khalekuzzaman Md. Khalekuzzaman,

Md

উপমহাব্যবস্থাপক (প্রশাসন) (Additional  
Responsibility)