



Teletalk Bangladesh Limited
A State-owned Mobile Network Operator
Admin Department
Rajuk Commercial Complex, Gulshan-1,
Dhaka.
www.teletalk.gov.bd



Record Number: 14.35.0000.000.020.31.0082.18.820

Date: 20/07/2025

Office Order

As per Government Order Number- 14.00.0000.000.001.25.0006.17.360, 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 Sites and BTS Sites for Lot-3" under "Expansion of Teletalk's Network up to Rural Areas and Network Readiness for 5G Services" Project. He 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	Saleh Md. Fazle Rabbi ID: 2210088 General Manager (On Deputation) IT & Billing Department (Main Charge) And General Manager Digital Services Department (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. Saleh Md. Fazle Rabbi, General Manager, IT & Billing Department (main charge) and General Manager, Digital Services Department (Additional Charge) will be released after handing over his responsibilities of General Manager, IT & Billing Department and General Manager, Digital Services Department (Additional Charge) to Mr. Mohammad Monsur Rahman, Additional General Manager, IT & Billing Department. Mr. Mohammad Monsur Rahman will look after the above mentioned responsibilities in addition to his 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: 14.35.0000.000.020.31.0082.18.820/1 (15)

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, Teletalk Bangladesh Limited;
3. Mr. Saleh Md. Fazle Rabbi, General Manager (IT & Billing), Office of IT & Billing, Teletalk Bangladesh Limited;
4. Mr. Mohammad Monsur Rahman, Additional General Manager (IT & Billing), Office of IT & Billing, Teletalk Bangladesh Limited;
5. Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka;
6. Chief Accounts & Finance Officer, T&T, Segunbagicha, Dhaka.;
7. Mr. Md. Harun-Or-Rashid, Managing Director, HS Engineering and Technology Limited.;
8. Private Secretary (Additional Responsibility), Office of the Managing Director, Teletalk Bangladesh Limited;
9. Manager, Office of IT & Billing, Teletalk Bangladesh Limited;
10. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka.;
11. Assistant Manager, Office of the Admin, Teletalk Bangladesh Limited;
12. Assistant Manager, Office of the Admin, Teletalk Bangladesh Limited;
13. Assistant Manger, Office of the Admin, Teletalk Bangladesh Limited;
14. .., Personal File and
15. .., Office Copy.



20-07-2025

Md. Khalekuzzaman
Deputy General Manager(Admin)
(Additional Responsibility)