



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



Record Number: 14.35.0000.000.020.31.0082.18.716

Date: 03/08/2026

### Office Order

Management of Teletalk Bangladesh Limited, is pleased to nominate the following officials of Teletalk will participate in the “Factory inspection/Test” conducted by Jiangsu Zhongtian Technology Co. Ltd. (ZTT) for “Supply, Installations & Integration of Telecom Antenna and necessary installation materials for Teletalk’s 2G/3G/4G Networks (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                                                                                                                                                                                                                                                                                                                                     | Contract Details                                                                                                                       | Location & Supplier                                                  | Duration (Excluding Travel Time)                                         |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|--------------------------------------------------------------------------|
| 01  | a) Mohammad Razaul Karim Rizvi<br>ID: 1210710<br>Additional General Manager<br>Planning & Implementation<br>(Main Charge)<br>Passport No. A06979635<br><br>Teletalk Pay scale Grade- 04<br><br>b) Al Amin<br>ID: 1210636<br>Senior Manager<br>Planning & Implementation<br>(Main Charge)<br>Passport No. A03580238<br><br>Teletalk Pay scale Grade- 06 | “Supply, Installations & Integration of Telecom Antenna and necessary installation materials for Teletalk’s 2G/3G/4G Networks (Lot-1)” | Nantong, Jiangsu, China<br><br>Jiangsu Zhongtian Technology Co. Ltd. | 24 August 2026<br>to<br>30 August 2026<br>Or<br>nearest convenient time. |

The Terms and Conditions are mentioned below:

- All the expenses regarding this tour will be borne by Jiangsu Zhongtian Technology Co. Ltd.;
  - The period of accomplishing the Factory Inspection/Test including transit will be treated as on duty;
  - They will draw his usual pay and allowances from Bangladesh in local currency;
  - They will return to the country within the stipulated time limit and join the office;
  - On return from abroad They will submit a report as per govt. prescribed form to Admin Department within 15 Days.
- The officials will be released through local arrangement.
  - 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.



03-08-2026

Md. Ruhul Quddus

General Manager (Admin)

E-

mail : ruhul.quddus@teletalk.com.

bd

**Record Number:** 14.35.0000.000.020.31.0082.18.716/1 (13)

**Date:** 03/08/2026

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

1. Secretary, Office of Secretary, Post & Telecommunication Division and Chairman, Teletalk Bangladesh Limited.
2. Concern Head of the Department and Project Director, Teletalk Bangladesh Limited.
3. Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka.
4. Mr. Mohammad Razaul Karim Rizvi, Additional General Manager, Office of the Planning & Implementation, Teletalk Bangladesh Limited.
5. Mr. Tenven Fan, Cheif Representative (Telecom)- South Asia/ Int'l Division, Jiangsu Zhongtian Technology Co. Ltd..
6. Mr. Al Amin, Senior Manager, Office of the Planning & Implementation, Teletalk Bangladesh Limited.
7. Mr. Syadul Fardaus, Senior Manager, Office of IT & Billing, Teletalk Bangladesh Limited.
8. Mrs. Hosnara Khanam, Deputy Manager, Office of the Admin, Teletalk Bangladesh Limited.
9. Mrs. Sadia Nawreen, Deputy Manager, Office of the Admin, Teletalk Bangladesh Limited.
10. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka.
11. Mrs. Sabrina Tania, Assistant Manger, Office of the Admin, Teletalk Bangladesh Limited.
12. ., Personal File.
13. ., Office Copy.



03-08-2026

Md. Humayun Kabir

Deputy General Manager(Admin)