

BARIDHARA DOHS PARISHAD
DHAKA CANTONMENT

MINUTES OF THE 116th EXECUTIVE COMMITTEE MEETING
HELD ON 23 DEC 2017 AT 1030 HRS.
AT THE DOHS OFFICE

1. Brig Gen Mustafizur Rahman, ndu, psc (Retd), the President of Baridhara DOHS Parishad, presided over the meeting. The following Members were present:

- | | |
|--|------------------------|
| a. Brig Gen Mustafizur Rahman, ndu, psc (Retd) | - President |
| b. Col S M Faisal (Retd) | - Sr VP |
| c. Lt Col Akram Hossain (Retd) | - VP |
| d. Lt Col Md Shamsul Islam (Retd) | - Secretary |
| e. Maj Ashraf Kamal (Retd) | - Jt Secy |
| f. Lt Col Bazlur Rahman (Retd) | - Member Sy
& Admin |
| g. Lt Col M Abdur Rab (Retd) | - Treasurer |
| h. Air Cdre M Murad Hussain, ndc, acsc, psc (Retd) | - Member |
| i. Col Muhammad Golam Mustafa, psc | - Member |
| j. Capt (BN) M M Aziz, psc (Retd) | - Member |
| k. Gp Capt M Rafiqul Huq, psc (Retd) | - Member |
| l. Lt Col Md Abdur Rob (Retd) | - Member |

2. As the quorum for the meeting was present, the President called the meeting to order.

3. This is shortened version of the minutes and as such only decisions are recorded :

Agenda – 1: Tilawat - E Quran:

1. Col Muhammad Golam Mustafa, psc (Retd) recited the verses from the Holy Quran at the beginning of the meeting.

Agenda – 2: Welcome address by the President

2. President welcomed all members. He emphasized on the absolute judiciousness and transparency on the various expenditures that are being incurred by the subcommittees. He requested all members to keep following the policies and rules of spending money. He also requested to complete the unfinished tasks as soon as possible.

Agenda -3: To confirm the minutes of 115th EC meeting.

3. The minutes of the 115th EC meeting were discussed. The subject minutes of the meeting have been approved. Gp Capt M Rafiqul Huq, psc (Retd), Member proposed to confirm which was seconded by Capt (BN) M M

All EC
members

Secy

Aziz, psc (Retd), Member.

Agenda-4: Progress on Construction of 5th & 6th floor of Convention

Centre.

4. Member Secretary of the subject project briefed in detail about its progress including financial expenditures. The work is likely to be completed by end of Dec 2017. EC has expressed their satisfaction on the progress of the work.

Project
Committee

Agenda – 5 : Discussion on recent tender on catering service of the convention centre and selection of contractor.

5. Discussed in details regarding the agreement of subject Catering Service. EC has advised that the highest bidder should get the contract and the tender committee of convention centre will meet the highest bidder to discuss on his capability, enthusiasm, logical arguments and negotiate further for signing the Deed of Agreement.

Convener,
Convention
Centre
Committee

Agenda – 6 : Progress on procuring 15 men passenger lift and service lift.

6. Tender documents have been completed. The tender committee will again finally examine and evaluate the tender proceeding for final approval of EC at the earliest.

”

Agenda – 7 : Progress on substation/transformer for convention centre.

7. Convention centre sub-committee will engage expert persons on the subject for the preparation of tender documents for open tender through national Dailies.

”

Agenda – 8 : Progress on procuring generator for convention center.

8. Convention centre sub-committee will engage expert persons on the subject for the preparation of tender documents for open tender through national Dailies.

”

Agenda – 9 : Progress on procuring Air conditioner for convention center.

9. Convention centre sub-committee will engage expert persons on the subject for the preparation of tender documents for open tender through national Dailies.

”

Agenda – 10 : কনভেনশন সেন্টারে আলোক সজ্জার সময় বৃদ্ধি প্রসংগে।

10. Convention Centre Sub-Committee will take decision and EC will go by their recommendation.

Agenda – 11 : ২৮ ডিসেম্বর ২০১৭ বেতনভাতা প্রদান প্রসংগে।

11. Agreed.

Agenda – 12: ৫ম ও ৬ষ্ঠ তলা নির্মাণ প্রকল্পের জন্য বারিধারা ডিওএইচএস পরিষদ ফান্ড থেকে আরও ৩০ (ত্রিশ) লক্ষ টাকা লোন দেয়া প্রসংগে।

12. Agreed.

Agenda – 13 : ছাদের উপর কলাম এবং টাইলস লাগানো সম্পর্কিত সিদ্ধান্ত।

১৩. ছাদের গোল আকৃতির কলামগুলি টেবিল হিসাবে তৈরী করতঃ ব্যবহার করা হবে। ছাদের উপর কম দামের টাইলস লাগানো হবে।

Agenda – 14 : Approval of Expenditures if any.

14. Parishad Fund

SL	Project	Expenses Involved Tk	Action
1.	Purchase of Football & Basket Ball Net & Development of Play Ground.	23,690.00	Treasurer
2.	Annual picnic and winter Mela with monthly entertainment.	75,600.00	„
3.	Purchase of Battery for IPS with repair for Conference Room.	12,410.00	„

Admin & Security Fund

1.	Garbage clearing charges from garbage point (Cantt Board & City corporation Truck, from 19 Nov to 24 Nov)	12,000.00	Treasurer
2.	Sy. Money refund for construct of Semi paka house for Gardener & Cleaner.	13,274.00	„
3.	Garbage clearing charges from garbage point (Cantt Board & City corporation Truck, from 27 Nov to 04 Dec)	12,000.00	„
4.	Purchase of k-2, oil etc for Anti mosquito spraying.	18,920.00	„
5.	Garbage clearing charges from garbage point (Cantt Board & City corporation Truck, from 05 Dec to	18,000.00	„
6.	Purchase of a Flag Stand	26,100.00	„
7.	Children Park Repair and Painting	10,090.00	„
8.	Road marking charges from School gate to Anannya gd post	48,250.00	„

Masjid Fund

1.	House Rent for Cantt Board -Muazzin-upto December 2017	40,000.00	Treasurer
----	--	-----------	-----------

Convention Center

1.	Solar Panel Repair charges	40,000.00	Treasurer
2.	Invitation of Tender for Convention Center	52,020.00	”
3.	Making of 1 x van	25,000.00	”

Agenda – 15 : Miscellaneous Points if any permitted by the chair.

15. Capt M M Aziz,psc, BN will examine the retaining wall of pond and do the needful.

Capt M M
Aziz,psc

16. A qualified person and well experienced in the field of managing Convention Centre/Party Centre may be employed immediately after completion of 5th & 6th floor contract.

Secy &
Convention
Centre Sub-
committee

17. Letter /massage may be given on Family Welfare Scheme for the year 2018.

Treasurer

18. **Members Directory**. EC thanked Lt Col Bazlur Rahman and his team for producing a good Members Directory. Person arranged advertisement from different firms will be given 20 % of his collection.

Treasurer
& MSA

4. As there was no other point, the meeting ended with a vote of thanks to the chair.

Brig Gen Mustafizur Rahman, ndu, psc (Retd)
President

26 Dec 2017

Lt Col Md Shamsul Islam (Retd)
Secretary

26 Dec 2017

To :

All Members of the Executive Committee
Acct Section
Convention Centre