

**BARIDHARA DOHS PARISHAD
DHAKA CANTONMENT**

**MINUTES OF THE 118th EC EXECUTIVE COMMITTEE MEETING
HELD ON 22 FEB 2018 AT 1830 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:

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| a. Brig Gen Mustafizur Rahman, ndu, psc (Retd) | - President |
| b. Col SM 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 Secretary |
| f. Lt Bazlur Rahman (Retd) | - MSA |
| 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 |
| m. Maj Mohd Serajul Arefin (Retd) | - Member |
| n. Dr. Parven Hoque Chowdhury | - 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 :

<p><u>Agenda – 1: Tilawat - E Quran:</u></p> <p>1. Col Muhammad Golam Mustafa, psc (Retd) - Member recited the verses from the Holy Quran at the beginning of the meeting.</p> <p><u>Agenda – 2: Welcome address by the President</u></p> <p>2. The President welcomed all members. He thanked all EC members for their active participation in all EC meeting so far hold in our DOHS. He asked all EC members to render all possible help to Newly Elected EC member for smooth transition. He requested all members to do little ‘soul-searching’ as to what we delivered to DOHS during our 32 months of tenure in the EC.</p> <p><u>Agenda -3: To confirm the minutes of Emergency EC meeting.</u></p> <p>3. The minutes of the Emergency EC meeting were discussed. The subject minutes of the meeting have been approved Lt Col Md Abdur Rob (Retd), Member proposed to confirm which was seconded by Dr. Parveen Hoque Chowdhury, Member.</p>	<p>All EC members</p> <p>Secy</p>
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Agenda-4: To discuss the tender analysis and agreement on catering service.

4. Tender for catering service was opened by the DOHS Tender Committee on 11 Feb 2018 in presence all tender participants. Later Exclusive Communication was announced by the tender committee to be highest bidder. Proprietor of Exclusive Communication, Maj Md Imrul Alam (Retd) was present and he was informed verbally at the meeting to process to pay the security money and advance money as per tender schedule. He was served written ltr on 13 Feb 18. On 19 Feb 2018 he came to DOHS office to pay Tk. 50 lacs as security money and Tk. 50 lacs as advance money. He proposed to pay rest 3 crores after a month. Similar situation DOHS office confronted during First time tender, where tender winner took one month time to pay and ultimately failed. This was discussed in threadbare giving priority to interest of the DOHS Convention Centre.

Decision : The EC did not accept application of Exclusive Communication. And instead decided to offer the catering service to the second highest bidder (Dulhan Decorator & Catering Service). Exclusive Communication may be informed about the decision of the EC.

Agenda-5: Discussion to extend the lease period DOHS pond.

5. The application of Col Kazi Ashraf Uddin Ahmed (Retd) was discussed. The EC agreed to uphold the decision as taken in the AGM dated 10 Feb 2018. The applicant to be notified.

Agenda-6: To discuss the Extension of height clearance of Jowarshara gate.

6. This was discussed and agreed that for allowing entry of the trucks etc, the Jowarashara gate to be partly reconstructed vertically to increase the Height clearance.

Agenda-7: To discuss on removing fans & repainting of two halls (Teesta & Brammahputra).

7. After discussion it was found that because of ceiling fans the Hall looks clumsy and interior decoration is difficult to arrange. Moreover Air Conditioners are always used even with generator, Fans remain useless and as such ceiling fans of both the Halls (Teesta & Barmmahputra) to be removed. Repainting of the halls is needed to bring uniformity with other halls of the convention centre.

Tender
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&
Convention
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Project
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of
Convention
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Convention
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Agenda – 8 : Approval of Expenditures if any.

8. Parishad Fund

1.	a. Printing charges of Banner, Coupon, Photo shoot etc b. Printing charges of AGM report book	21,263.00 56,940.00	Treasurer
2.	Exp for 21 st February 2018 (with hand writing competition -Children)	15,000.00	„
3.	Purchase of 3 x CC Camera	21,300.00	„
4.	Exp for Dorbar (with gift for employees & entertainment)	14,045.00	„
5.	Purchase of plants (for Anannya to Baridhara gate)	24,450.00	„
6.	Exp for AGM 2018 (Entertainment, sound system, printing etc)	40,000.00	„

Admin & Security Fund

1.	Purchase of k-2, oil etc for Anti mosquito spraying.	24,860.00	„
2.	Garbage clearing charges from garbage point (Cantt Board Truck, from 01 Feb to 28 Feb 2018)	29,800.00	„
3.	Making of bdry wall near garbage point	25,900.00	„
4.	Making of new gate near garbage point	20,000.00	„
5.	Purchase of k-2, oil etc for Anti mosquito spraying.	24,591.00	„
6.	Printing charges of various letter	12,000.00	„
7.	Repairing charges of pot hole & Others	20,252.00	„

Convention Center Fund

1.	Making of 4 x MS bed for sy gd	16,000.00	„
2.	a. Repairing charges of tin shed infront of Convention Center b. Carpeting charges with tin shed infront of Convention Center & Making of 1 x Manhole	18,000.00 25,420.00	„
3.	a. Advertisement charges of re-tender for catering svc. b. Advertisement charges of re-tender for Lift installation	52,020.00 22,500.00	„
4.	Elec exp for Lift core	15,310.00	„
5.	Thai glass fitting with Lift core & civil work	3,70,500.00	„
6.	To fix up grill on the top of stairs roof top	70,000.00	„

Agenda – 9: Miscellaneous Points if any permitted by the chair.

9. **Office Room for Catering Company:** Since there will be only one catering company to run the convention centre for 5 years, they would need one reasonably large office space. We can after them one room at Level - 4 or the space created by filling up 'void'. Newly elected EC to be informed accordingly.

Convention
Centre,
Sub-
Committee

<p>10. <u>Procurement & Installation of Passenger, Service Lifts, Generator & Substation:</u> The suggestion/opinion as mentioned in the letter of Col AFM Khaled (Retd) on the ACs, substation, generators etc was discussed in detail. Col AFM Khaled (Retd) may be requested to engage necessary consultants etc. However to prepare the entire Convention Centre operational this is will need immediate attention of the Newly Elected EC. Newly Elected President to be categorically informed.</p> <p>11. President of the DOHS Brig Gen Mustafizur Rahman,ndu,psc (Retd) informed the EC that for some personal reason he will be leaving Dhaka on 25th Feb'18 and will return on 10 Mar'18. Since New EC will take over on 01 Mar' 18 President asked Sr VP Col SM Faisal (Retd) to arrange handing/taking over meeting on 01 Mar 2018. However, President read out the elaborate handing over notes, which would be handed over to President Elect at the time of handing over/taking over meeting.</p>	Convention Centre, Sub- Committee
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4. As there was no other point, the meeting ended with a vote of thanks to from the chair.



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

23 Feb 2018



Lt Col Md Shamsul Islam (Retd)
Secretary

23 Feb 2018

To :

All Members of the Executive Committee
Acct Section
Convention Centre