



Telephone Shilpa Sangstha Limited

A Symbol of Quality &
Pioneer in Reliable Service

An State owned company.

Tongi, Gazipur-1710, Bangladesh. Phone : 9814747, 9802701-703

Fax : 880-2-9812700, Web Site : www.tss.com.bd

E-mail : mdtss@btcl.net.bd / info@tss.com.bd

Your Ref :

Our Ref :

Refer to :

14.36.0000.007.25.005.13. 531

Date: 24.08.2015

OFFICE ORDER

Subject: Visit to China for laptop factory production plant.

Ref: M/s Haier Information Technology (Suzhou) Co., Ltd. China's invitation letter dated: 21.08.15

Pursuant to the letter under reference, management of Telephone Shilpa Sangstha(TSS) Limited is pleased to nominate the following officer to visit laptop factory of Haier located Taizhou, Zhejiang, China from Date 27.08.2015 to 02.09.2015 (Excluding travel time).

1. Mr. Md. Zulfiker Heider, Assistant Engineer.
Passport No. OC2095321

02. The conditions of the above mentioned visit are as follows:

- (A) All expenses will be borne by Haier Information Technology (Suzhou) Co., Ltd.
- (B) No expenditure will be borne by Telephone Shilpa Sangstha(TSS) Limited.
- (C) The entire visit including travel time of the participant will be treated as on duty.
- (D) The participant will report in TSS after finishing the visit of laptop factory.

(Md. Miganur Rahman Mollah)

General Manager(Administration & Service)

Phone: +88029802233, 01197238934

Distribution (not according to seniority):

1. Managing Director, TSS.
2. Haier Information Technology (Suzhou) Co., Ltd, 1# Haier Road, Qingdao, Shandong, China.
3. Director General (Consular), Passport and Immigration, Passport office, Agargaon, Dhaka.
4. Director, Hazrat Shah Jalal International Airport, Dhaka.
5. Assistant Secretary, Consular, Ministry of Foreign Affairs, Dhaka.
6. Assistant Secretary (Admin), Post and Telecommunication Division, Bangladesh Secretariat, Dhaka.
7. Mr. Md. Zulfiker Heider, Assistant Engineer, TSS.
8. Office Copy & TSS website copy.

Haier

Haier Information Technology (Suzhou) Co., Ltd.

Address: 1# Haier Road, Qingdao, Shandong, China

Tel: 86 13823782649; Email: merry@ithaier.com; Website: www.haier.com

Letter of Invitation

To: whom it may concerns

Dear sirs,

Here we would like to invite Mr. Mr. MD ZULFIKER HEIDER from TSS(Telephone Shilpa Sangtha Limited), Bangladesh to come to our Laptop factory in Taizhou, Zhejiang, China for visiting our production plant, and some visit will be arranged in our Shenzhen factory. The visit period will be arranged start from 27th August to 2nd September, 2015. We hereby confirm that all the travelling cost of this trip will be borne by us.

The passport details as below,

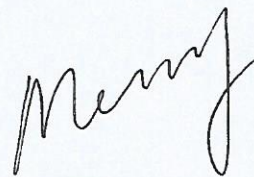
Name : MD ZULFIKER HEIDER

Sex: Male

Date of Birth: 13 Sep 1989

Passport No.: OC2095321

Signature



Name: Merry Lee

Title: Sales Manager

Date: 21/08/2015