



Executive Summary

As a under grade student of BRAC Business School, it is necessary to join with a company for gaining the practical experience of the theoretical know how's and I got the chance to join Robi Axiata Limited, one of the renown telecom companies of Bangladesh to do my internship program. In these three months of internship period I got the opportunity to work under different section of the finance division and learn the new tasks in the new environment. Along with gathering the practical experience I have also prepare this report on **BTS Investment Decision and Payment Process** to complete the internship procedure. This report is combined information of the experience on Robi Axiata Limited and what I have learned and came to know about the BTS investment Decision and payment procedure from personal learning and shared knowledge. BTS investment decision is a major decision for any telecom industry and Robi Axiata Limited is not an exceptional in that case rather to hold its current position or improve the position in the market Robi Axiata has to take this decision more wisely. It is not that easy task to make such big decision, there is long process involves in it. Although there is a yearly budget prepared in advance for investment in this sector each year, but any emergency need can affect this predetermined budget. Mainly the demand for a new investment occurs for two reasons like to improve present network quality or to increase the coverage area. Whatever the reason is the investment decision cannot be approved without a proper investigation, survey and analysis. Before taking such decision the departments of Market Operation, Finance and Technology have to work so hard to come up with the ultimate conclusion. Basically the need can be identified by either Market operation department or technology department or by both of the departments. After proper analysis by these departments the decision making is leave up to the finance division after cross checking all the pros and cons if the output from the new investment is satisfactory only than finance department approve the investment decision. Otherwise they have to look for the alternate decisions of the BTS investment. Once the decision is made for investment then technology department along with the help of other departments makes an agreement paper with the owner of the plot which is selected after site investigation for making the BTS plant. And after all the procedures when the agreement is finalized, the construction of the plant is started with the enlisted vendors for this task under the supervision of the civil engineer of Robi Axiata limited. And the vendors are bound perform the task as per their contact



agreement with the Robi. And after work competition of the plant the vendor will make draft bill and send to the Robi Axiata Limited if the supervising engineer approved the vendors work then the vendor will be eligible to forward the final bill as per draft bill. But if the supervisor is not satisfied or find any mismatch between the written and actual work. He will notify to make the final bill as per the receiving amount of work By Robi. After all the procedure of the finance division the payment of bill will be transferred to the vendor. Previously in Robi Axiata Limited there was no systematic way to make the payment process. So there had always been chaos and miscommunication regarding this issue as well as made payment process lengthier. Which caused of harass for both the company and vendor. But now Robi Axiata limited is using their OSO service for making this process easier and harass free. After making the improvement in their previous system now Robi Axiata is enjoying a calm and quite system for making this payment to the vendors. Although right now Robi Axiata Limited has not facing any significant issues regarding their current decision making and payment process, from my observation there are still some scope to increase the performance which can be made their decision making and payment process system more stronger. Like in the decision making issues they can give a second thought while analyzing the number of competition factor, or giving up the investment decision in EPZ sectors or they may take initiative to introduce the local roaming facility for decreasing the investment cost. Moreover they can make an online tracking process that will help to know their updates more easily as well as their relation with the company will be more transparent. Again they can take some initiatives to decrease the lead time of their payment process to 30 days from 45 days. This can be helpful to motivate the company vendor relationship without hampering the company's structure. These are some little issues which Robi Axiata Limited can consider for their future structure of the decision making and payment process.