

INTERNSHIP REPORT ON PROJECT BUDGETING

Prepared for:

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To

Mr. Mahmudul Haq

Associate Professor, Coordinator, MBA Program

BRAC Business School

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Dhaka 1212

Subject: Submission of Internship Report

Dear Sir:

I have successfully completed my internship program in Bengal Creations LTD. sister concern of Bengal Foundation, Bangladesh. During this period of three months I have got some unique opportunities to go through some fruitful job experiences. Those experiences enabled me to bridge the gap between classroom learning and real life situations to a great extent.

Now as a mandatory part of this internship program, I am submitting my internship report entitled "Project Budgeting". I have tried to put in my best effort for this report and enjoyed working on this report.

I hope my effort would succeed to your satisfaction. I will be available at any time convenient to you for clarification of any point of this report.

Thank you.

Sincerely Yours

Md. Yasir Arafat

ID: 12264057

BRAC University

ACKNOWLEDGEMENT

At first, I wish to acknowledge the immeasurable blessings and profound kindness of Almighty Allah - the supreme authority of the universe. A number of people have made significant contribution in preparing this report. Their insights, advice and suggestions helped me a lot.

I would like to take the opportunity to express my sincere gratitude and thanks to my supervisor Mr. Mahmudul Haq, Associate Professor, Coordinator, MBA Program and BRAC Business School for his continued guidance and assistance to complete this report.

My most profound gratefulness is to my external supervisor Mr. N. Rashed Chowdhury, Creative Director, Bengal Creations LTD. sister concern of Bengal Foundation for his guidance and collaboration to prepare the report. He has enriched me with essential thoughts and idea for incessant improvement of the paper.

Finally, I might want to thank every one of the respondents, who put forward valuable information about the topic of my report. The assistance provided by all concerned mentioned above made possible for me to complete such a vast report within the designated time.

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EXECUTIVE SUMMARY

This particular report is mainly based on the prime responsibilities that were needed to do during the internship period at Bengal Creations LTD sister concern of Bengal Foundation, Bangladesh. Since the internship was in the project budgeting of Finance Department, the report has been arranged mainly considering the theme of making budgeting for movie. This report is an engaging quantitative and qualitative analysis has been done here.

In the very beginning of the report, the background of Bengal Foundation, Bangladesh has been described. Then I have made a SWOT analysis to figure out some of the finding concerning the performance of the organization. The job tasks that were needed to be accomplished during the internship tenure in the organization have been jotted down. After that the general process of the project budgeting that can be follow by any organization has been elaborated. The steps of a proper budgeting process have been discussed carefully using different accounting terms. Lastly the following segment consists of the project budgeting process of Bengal Creations LTD, Bangladesh. In that segment, the process of budgeting has been described in different steps.

In the mean time I have included my suggestions and recommendations in order to eradicate the weaknesses and threat of their organization. Finally I have ended my report through including references and sources that I have used to make this report.

ORIGIN OF THE REPORT

This report is done as partial requirement of the three months internship program for the MBA students of BRAC University, Bangladesh. The main purpose an internship program is learning technique to know about the business and cope up the environment in such a way like trained employees. During my internship period I joined Bengal Creations sister concern of Bengal Foundation at Khilkhet. The chairperson of the Internship and Placement Committee advised to prepare reports on our assigned jobs after the completion of the Internship in the respective organizations. The title of the report is “Project Budgeting”.

COMPANY OVERVIEW

INTRODUCTION

Bengal Creations Ltd. is one of the successful and ideal sister concern of Bengal Foundation. The company started its journey from 2013. From the beginning, this organization produces and distributes specialty films. The main aim is advancing in the country's cinema exhibition, promotion and distribution infrastructure. The goal of this organization is to contribute to the development of the cinema condition in Bangladesh.

HISTORY

Bengal Foundation, a private trust, began its journey in the late eighties. The founder Abul Khair personal regard for the arts coupled with his vision of projecting a culturally rich Bangladesh that will rise above the typical portraiture of a country steeped in flood and famine, led to Bengal Foundation's initial sojourn. In the course of its work the Foundation has been abetted by an enlightened body of creative thinkers. After more than twenty years on the trail, Bengal Foundation's work now encompasses different forms of visual and performing arts. Music, movie, literature and painting, however, remain its central concerns. Bengal Foundation is wholly funded by the internal resources of a local business house, Bengal Group. Whilst Bengal Group tries relentlessly to live up to its social commitment, Bengal Foundation continues to play a premium role in the cultural arena of Bangladesh. The Bengal Foundation Trust is registered with the Societies Registration Act of Bangladesh (1860).

They believe that passion for and a deep level of commitment to the arts can impact a society most positively. Nowadays Bangladeshi movie not running in right way in this reason Bengal Foundation take steps about this sector they establish Bengal Creations LTD. for film making purpose to provide new generation better entertainment. They take a series of initiatives centering on the visual arts, music, movie, literature and theatre form the backbone of Bengal Foundation's endeavour to share the richness and diversity of Bangladesh's heritage with others.

SERVICE OFFERINGS

Bengal Foundation offers a various range of services. To capture international and local market it is essential to meet the demand for all type of audience. Here is a brief list of the services offered by the company.

- Arts
- Music
- Film and Documentary
- Publications

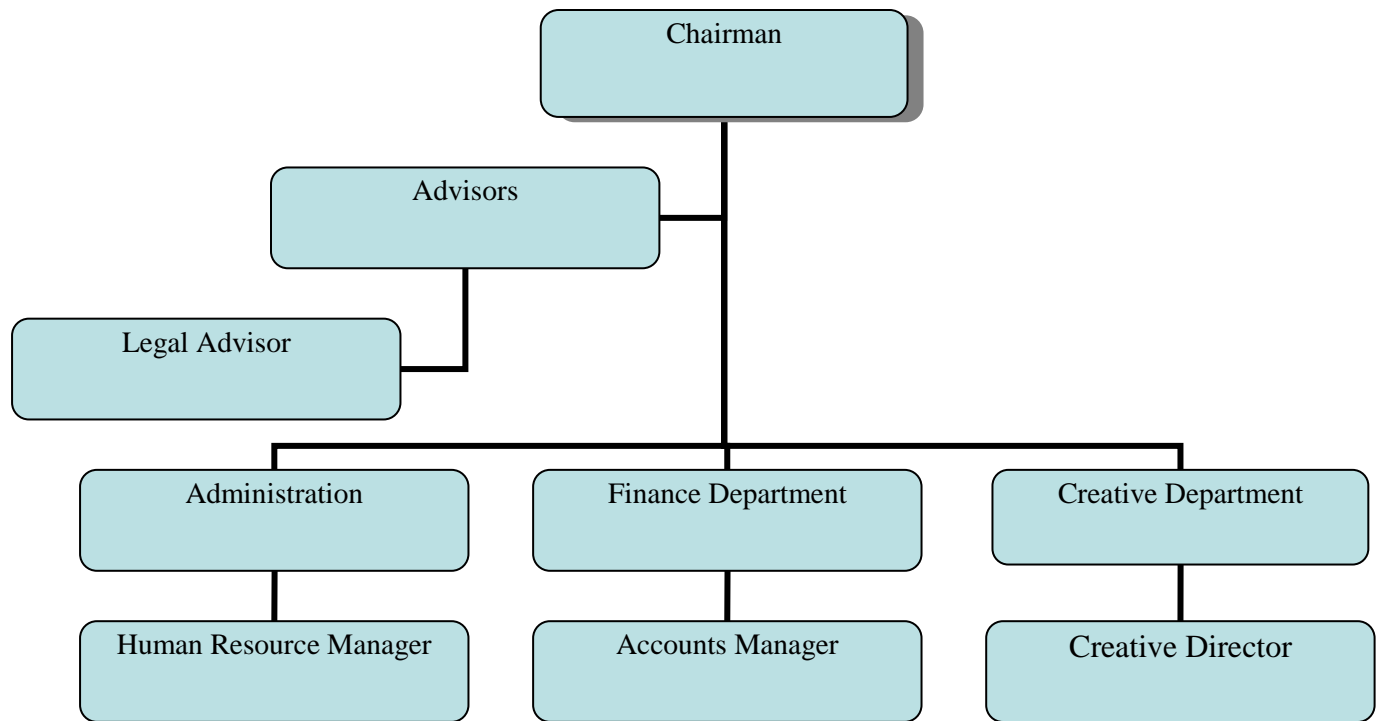
MISSION

- Promote regional interaction, engage in lateral collaboration, connect and share with others
- Facilitate the creation of environments responsive to art
- Disseminate processes, techniques, information and knowledge about the arts to empower, instill confidence and impart dignity
- Establish points of reference for the growth and proliferation of art
- Establish the community's role in nurturing local resources
- Conserve tradition; allow diversity, evolution and growth from within
- Uphold a positive image of Bangladesh by disseminating information about its cultural wealth

VISION

- Project a culturally rich Bangladesh to a global audience Values and Beliefs
- Faith in the power of art as an agent of change
- Belief in initiation from within
- Belief in the excellence and singularity of Bangladesh's cultural wealth
- Giving freely and unconditionally to accommodate cultural advancement and growth

OPERATIONAL ORGANOGRAM



HUMAN RESOURCE MANAGER

The role of the Human Resource Manager is to deal with the management of people within an organization. The manager is the most responsible person for hiring members of employees and ensuring that they perform to expectation. The manager also responsible for organization of people in the entire company and planning of future ventures that involves people in the organization. Human Resource Manager in Bengal Creations LTD. oversees employee relations, including determining salaries and wages, hiring employees and establishing employee performance objectives. The policies and procedures in regards to employee relations, which are synchronized by human resources management, are consistent with the overall business goals and objectives of the organization.

ACCOUNT MANAGER

The account manager is the face of the service provider organization and is responsible for clearing understanding the clients' needs and expectations. This makes the job of the Account Manager very crucial. The account manager be obliged to be a level headed person with strong communication skills and a pleasant personality. Here Bengal Creations LTD. the account managers are directly responsible to the group account director. Managers lead negotiation for new and Regeneration Company and direct strategy matters such as whether or not to accept certain accounts, especially if there is any risk that they may conflict with accessible accounts.

CREATIVE DIRECTOR

A creative director is a extremely important role in all of the arts and entertainment industries. In another sense, they can be seen as another ingredient in any product development process. In Bengal Creations LTD. it's very much people-oriented job, involving development of high-level concepts for drawing projects. It also involves working with internal and external clients, pitching designs, and understanding client needs.

BOARD OF TRUSTEES

- Abul Khair – Chairman
- Momtaz Khalek – Member
- Anisuzzaman – Member
- Ruby Ghuznavi – Member
- Dr. Shafquat Hussain Khundkar - Member
- Abul Hasnat – Member
- Shah Sayed Kamal – Member
- Luva Nahid Choudhury – Member
- Subir Choudhury – Member
- Nawshin Khair – Member

DESCRIPTION OF THE JOB

In my 12 week work understanding I went through different responsibilities face to face conversation to know each person's responsibility and team meeting etc.

First two weeks of my job I went through different type of training and during this session I learn the corporate culture of Bengal Creations LTD., different rules and regulations. Next three weeks I assign with my supervisor and learn how to preparing project budgeting.

For the seven week I was assigned to specific task as project budgeting for the new project. Gradually my responsibility increased and I learn how to handle work pressure. Sometimes in the absence of other employee I did their task beside my own responsibility. It helps me to learn another person's task.

SPECIFIC RESPONSIBILITIES OF THE JOBS

- Coordinate with assigned departments for their daily operation
- Perform any other assigned jobs related to project budgeting
- Support on strategic decision by collecting and providing relevant information
- Helping the account team leaders attentive of the use of outside services and resources to assure timely billing and to minimize write-offs
- Monitor budgets determine variances and recognize causes of major variances in consultation with budget holders.
- Resolve various depot related compound issues to enhance performance of the Organization
- Provides information and cost estimates to assure correct data on which to plan and develop useful objectives and budgets leading to stable and profitable accounts
- The Preparing work of negotiating for new and renewal project and direct policy matters
- Assure & follow up the practice of Bengal Creations LTD. Values & Behaviors

CRITICAL OBSERVATION

Bengal Creations LTD. working environment is very friendly and employees are ready to help all the time. But the employees in this organization are so much busy in their accountable fields; they could hardly provide little time to discuss with them. There is a good chain of command always follow. The organization has software to maintain their total accounting system, but organization is not relying on that software rather than keeping a record of transaction manually. This manual method is time consuming and laborious. From my point of view I think the company should more efficiently use the customize software that they have. By improvement and using the software might fruitful for the company. The time period was the limitation for collecting information, which was only three months long.

A Project Budget is the total amount of official financial resources allocated for the particular purpose of the sponsored project for a specific period of time. It is the most important financial document that constitutes the necessary funds for implementing the project and producing the deliverables.

Budgeting is essential in the development of any major business project. Without a well-planned budget, projects can fall separately and be left incomplete. Budgeting is no simple process, however, as budgets can be fixed or flexible, depending upon the industry in which the project is implemented and based on the availability of additional income sources. However, budgeting provide a number of different advantages that a project manager should consider.

OBJECTIVE OF THE PROJECT

The objective of the project is to know about the project budgeting and what are the activities mostly done by this time. I think that in project budgeting time I pointed out this organization mostly use account practice and other activity. I tried my best to investigate and compare practical accounting practice and real circumstance. Lastly, I figure out the concise scenario of the organizations accounting practice and include some recommendations.

METHODOLOGY

Primary Source: An organization's data were collected through physical visit and conversation with official staff.

Secondary data: When I am preparing this report, for this time I was highly dependent on the information published in the Annual Reports, different journals and prospects of the organization.

Throughout the internship period I worked with Creative Director and Accounts Officer and earned experience of that organization. By working as a member of this organization, I had the opportunity to accumulate a lot of information; to some extent I had access to see company's preparing project budgeting, fund requisition, project selection process and many more. It is importance to mention that, the members of the office were very informative. Moreover, studying in a university course, course text book and helpful information from online was supportive to accumulate theoretical knowledge with practical.

STEPS OF THE BUDGETING PROCESS

- Estimating a necessary amount of financial resources and creating a project budget sheet.
- Utilizing the authorized financial resources and executing the budget.
- Viewing cost performance and controlling the budget.
- Viewing changes to the cost baseline and making updates to the project budget sheet

LIMITATIONS

There are certain limitations in this report; in general the report including the investigation may be more precise and helpful. At first, it was not easy to get an appointment with creative director as an internee like me. In addition, the report might be more informative if I were able to visit the head office, Bengal Foundation. Besides, during my internship period I neither visit organization all division nor recognize about the organization cost account how it is maintained.

As a result, this report does not bring any information concerning to the organization cost account. Some time I felt that, company maintain some privacy while giving information; hence they do not disclose many things to an internee. Because of lack of information, I have to make some hypothesis that may cause few errors in the report. In spite of, all these limitations, I have tried to put my best attempt as far as possible.

PROCESS OF PROJECT BUDGETING

FILM SELECTION PROCESS

BENGAL CINEMA DEVELOPMENT FORUM (BENGAL CHOLOCHITTRO UNNAYAN FORUM)

Bengal Cinema Development Forum (Bengal Cholochittro Unnayan Forum) was launched on June 1 at the Bengal Café of Bengal Gallery, Dhanmondi. Appreciating the need for positive contribution to the Bangladesh film industry, the forum has undertaken a project, “Young Cinema Directors’ Project” to produce movies of young and talented filmmakers.

New and upcoming directors can, within the next three months, submit their scripts to the Forum for appraisal. The processing for investment and movie making will be continuing. The project aims to produce at least 20 movies a year and will invest a maximum of Taka Sixty Lacks for each movie. The executive and the advisory committees of the BFDF will decide on the final selection of the scripts.

ADVISORY COMMITTEE OF THE BCDF PROJECT

- Asaduzzaman Noor MP – Chairman
- Syed Shamsul Haque – Member
- Morshedul Islam – Member
- Luva Nahid Choudhury - Member
- Sajjad Sharif - Memeber
- Manzare Hasin Murad - Member
- Shameem Akhtar - Member
- Shahidul Islam Khokan - Member
- Robin Davies -Member
- Catherine Masud - Member
- Afsana Mimi – Member

EXECUTIVE COMMITTEE OF THE BCDF PROJECT

- Nobonita Chowdhury - General Secretary
- N Rashed Chowdhury – Coordinator
- Nurul Alam Atik - Communications Coordinator
- Abul Hasnat - Member
- Abrar Khair - Member
- Tanvir Hossain Probal – Member

THE FILM SELECTED

- Ratan Paul - Ismail er Maa
- Syeda Nigar Banu – Nona Pani
- Adnan Kabir – Eti Polash
- Ashutosh Sujan – Amar Baba
- Humaira Bilkis – My Long Road To School

PROSPECT OF THE PROJECT

INTERNATIONAL TV PREMIER

International TV Premiere means the first public exhibition of a film in internationally and it is only on television. The Bengal Foundation main motive for introducing our Bengali culture in over the world. In this purpose they produce a movie for international market. For this reason those movie releases in International TV premiere. This is the best opportunity for a Bangladeshi movie for showing others country television.

LOCAL TV PREMIER

Local TV Premiere means the first public exhibition of a film in nationally and it is only on television. The reason behind this release is Bangladeshi many companies want to introduce their new product or an existing product through those releases. Because people are so much interested about those premier. This Bengal also gets some benefit from Local TV Premier.

HALL RELEASE

The movie making company main target to release their movie in the hall. This is the ultimate goal because the hall is big screening also many people are watching the movie in the same place. Production house gets some information about future plan. Bengal Creations LTD. takes this opportunity to introduce their movie in hall release. They want to release movie in all over the country.

MARKETING PARTNERS

Marketing partners are one of the most important parts of a movie. Because marketing partners are responsible for the movie distribution. Bengal Creations LTD. after making the movie they give all the responsible marketing partners. The marketing partners may set the release date of a film and the method by which a film is to be exhibited or made available for viewing: for example, directly to the public either theatrically or for home viewing.

INTERNATIONAL SALES

Bangladeshi movies that are particularly successful in international markets may be taken on by the large movie distribution companies for DVD releases. At the other end of the scale, many Bangladeshi movies are never given a DVD release outside of their home markets. The majority of those DVDs that are given an international release come out on specialist labels.

OTHER SHOWS

Bengal Creations LTD. has many goals to produce movie one of them is introduce own culture in the new generation thorough movie. New generation people are not so much well known about Bengali Culture but they want to learn about those things but those opportunities are limited. For this reason Bengal takes good initiative to showing their movie in School, College, University and Organize a movie festival for the student.

RELEASE PLAN

Before the release of Bengal Creations LTD. produces movie need to approve the title sponsor and other sponsor's choice of date. This is the last stage; where the movie is released to cinemas or, infrequently, directly to consumer media or direct download from a digital media source. The film is duplicated as required and distributed to cinemas for exhibition. Press kits, posters, and other publicity materials are published, and the film is advertise and promoted.

PROJECT BUDGETING STEPS

PRE-PRODUCTION

In pre-production, all step of really creating the movie is carefully designed and planned. Bengal Creations LTD. is created and a production office established. The movie is pre-visualized by the director, and may be story-boarded with the help of illustrators and proposal artists. A production budget is drawn up to plan expenditures for the film. The director hires all crew. The nature of the movie, and the budget, agree on the size and type of crew used during film-making.

SHOOTING DAYS

A shooting days is a project plan of each day's shooting for a movie production. It is usually created and managed by the assistant director, who reports to the creation manager managing the production days. Both days represent a timeline stating where and at what time production resources are used. Bengal Creations LTD. produce movie will be shooting in Bangladesh and India that need to complete with shooting part in 50 days.

PROPS

Every prop that will appear in your movie must be pulled from the script and added to the props category in your breakdown sheets. A prop is distinct as anything your characters interact with, such as guns, cell phones, brooms, and so on. In this movie they try to borrow a prop because in this movie has lots of contemporary items. Bengal Creations LTD. usually rent all those items from a prop house.

CREW REMUNERATIONS

Movie work sounds exotic, but the reality of the job is usually less exciting. Crew jobs require hard work and hours. In this movie crews work sporadically and network to connect with directors and producers putting projects together that helpful for the smooth working environment. Bengal pays their workers using professional trade salary scales. Those crew works for a movie making purpose are:

➤ **Production Workers**

The movie making company hires production crews by the work necessary during the shoot. Vehicle wranglers supervise trucks and autos on the set. Many movie jobs, including special effects workers involving explosives, require the services of a approved operator, and this also influences the pay. Production workers receive pay for all production jobs on a union set based on stringent observance of the trade union salary schedule.

➤ **Electricians and Lighting Crew**

Employment with movie lighting and electricity requires membership in a union for professional movie work. The salary scales for movie making done under the union agreement follows a strict schedule of pay for the number of weeks, or hours, on the set. The official union agreement available each year lists the minimum salary scales, but well-known, sought-after staffing has the ability to negotiate for higher pay.

➤ **Camera Operators**

Camera operators on a movie set include main operators and specialists in underwater, aerial and robotic work. Some movies have need of camera operators with training in using Steadicam, telescopic crane and 3D cameras. For this movie Bengal hire assistants, including first and second operators and a film loader, to assist the main camera operator.

➤ **Sound Crew**

Skill and labor union salary schedules classically list the required minimum pay for workers based on a week of work. In the case of some area of expertise workers used for short periods of time, including the sound effects specialist known as a Foley Artist, scales listing the pay in terms of hours per week. In this movie set sound crew also includes sound mixers and assistants.

COSTUME & ORNAMENTS

Costume & Ornaments design is the production of wearing for the overall appearance of a character or performer. We know that costume is specific in the style of dress particular to a nation, a class, or a period. This movie is Bangladeshi cultural based so that they use for this movie all Bengali costume & ornaments.

POST-PRODUCTION

Post-production is the last part of the process of filmmaking, video production and photography. For the reason Bengal Creations LTD. occurs in the making of motion pictures, television programs, radio programs, advertising, audio recordings, photography, and digital art. Post-production are a lot of different processes grouped under one name. These typically include:

- Video editing the picture of a television plan using an edit decision list.
- Writing, recording, and editing the soundtrack.
- Adding visual special effects - mainly computer-generated imagery and digital copy from which release prints will be made.
- Sound design, Sound effects, ADR, Foley and Music, culminating in a process known as sound re-recording or mixing with professional audio equipment.
- Transfer of Color motion picture film to Video or DPX with color grading in a color suite.

PROJECT BUDGETING SAMPLE

01

QUOTATION

By ABC

Film: DOT

Write & Director: ABC

Format: Digital HD

Camera: Arri Amira/ Sony F55/ Red Epic

Duration: 135 Minutes

Camera Person: ZCD

Visual Post Production: CDC/ India

Sound Post Production: MCM / India

Shooting Planning

Pep: July- August 2015

Shoot: Bangladesh part, September-October 2014. Chandpur & others 35 Days.

India part, November 2014, 15 Days.

Editing: December 2014 - January 2016

Release Target: February 2016

02
Estimate with Breakdown:
DOT
QUOTE

Total Shoot Planning (Bangladesh 35+ India 15)	50 Days
Pre parathion Day	90 Days
Total Crew & Main Artist BD	85 Parsons
Indian Crew & Main Artist	61 Parsons
Primary Artist - BD	12 Parsons
Secondary Artist - BD	18 Parsons
Background Artist - BD	460 Parsons
Primary Artist - India	07 Parsons
Secondary Artist - India	03 Parsons
Background Artist - India	55 Parsons
Total artist	555 Parsons
• Total Crewmembers	110 Parsons
• All Together	665 Parsons
Traveling Bangladesh To India Cast & Crew	23 Parsons

03

Pre-Production work		
	Script Writer Remuneration	BDT 6,00,000/5
	Script Development Assistant	BDT 1,00,000
	Office Rent and Utilities 12 Month	BDT 3,60,000
	Dhaka R & D	BDT 1,50,000
	India R & D	BDT 4,20,000
	Reece Bangladesh	BDT 1,00,000
	Reece India	BDT 1,00,000
	Storyboarding	BDT 1,00,000
	Petty cash [pre production]	BDT 2,50,000
Pre-Production Equipments		
	Computer (Lap-top) 02 NOS	BDT 1,00,000
	Computer (Desk-top) 02 NOS	BDT 80,000
	Printer 01 NOS	BDT 18,000
	Pen driver 03 NOS	BDT 3,000
	Modem 02 NOS	BDT 7,000
	Stationary	BDT 72,000
	Sub Total	BDT 28,40,000

04

Crew Remunerations		
Bangladesh		
	Director 12 Month X2,00,000 20,00,000	BDT 24,00,000
	DOP 4 month X 2,00,000 - 50,000	BDT 8,00,000
	Production Designer	BDT 10,55,000
	Line Producer 12 Month X 50,000 - 10,000	BDT 6,00,000
	Production Manager 12 Month X 30,000	BDT 3,60,000
	On Spot Editor 50 Days	BDT 1,00,000
	Chief AD 12 month X 40,000	BDT 4,80,000
	AD 1 3 Month X 30,000	BDT 90,000
	AD 2 3 Month X 25,000	BDT 75,000
	AD Intern 3 Month X10,000	BDT 30,000
	Art Director 5 Month X 40, 000	BDT 2,00,000
	Assistant Art 2 Month X 30,000	BDT 60,000
	Costume Designer 5 Month X 50,000 - 10,000	BDT 2,50,000
	Costume Assistant 35 daysX1,000	BDT 35,000
	Script Supervisor 2 Month X 50,000	BDT 1,00,000
	Location Coordinator	BDT 1,05,000
	Still Photographer 35 days X 3,000	BDT 80,000
	Location Sound Records	BDT 1,00,000
	Assistant Sound Records 35 days X 2,000	BDT 70,000
	Boom Operator 35 days X 2000	BDT 70,000

	Choreographer	BDT 50,000
	Behind the Scene	BDT 70,000
	Sub Total	BDT 71,80,000

05

All Artist Remunerations		
BANGLADESH		
	Main Artist BD 12 person	BDT 10,00,000
	Secondary Artist BD 18 person	BDT 1,00,000
	Background Artist BD 460 person	BDT 1,00,000
INDIA		
	Main Artist INDIA 7 person	BDT 6,00,000
	Secondary Artist INDIA 3 person	BDT 1,00,000
	Background Artist INDIA 55 person	BDT 1,00,000
	Sub Total	BDT 20,00,000

06

Props		
BANGLADESH		
	Props	BDT 2,00,000
	Location rent & Set build	BDT 2,00,000
	2 Boarder Side Set Making	BDT 2,00,000
INDIA		
	Props	BDT 2.00,000
	Location Rent & Set build	BDT 2,00,000
	Complementary Touch Up	BDT 1,00,000
	Sub Total	BDT 11,00,000

07

Costume & Ornaments		
BANGLADESH		
	Costume For Bangladeshi Artist Approx. 20 person	BDT 3,00,000
	Ornaments	BDT 50,000
INDIA		
	Costume For Indian Artist Approx. 30 person	BDT 1.50,000
	Sub Total	BDT 5,00,000

08

Production Cost		
BANGLADESH		
Food		
	Main Food 35 Days X 300 X85 Person	BDT 8,92,500
	Snacks Two times 40 X85	BDT 1,19,000
	Background Artist Mai Water, Food 200 X430 person 1 Day	BDT 86,000
	Background Artist Snacks Two times 49 X 430 person 1 Day	BDT 17,200
	Tissue Box, Napkin Tissue, Olive Oil, & Wet tissue Etc, 35 Days.	BDT 21,015
	Tea, Coffee, sugar, milk 2402 X 35 Days	BDT 84,070
	Water jar mineral 20 Bottle 50X 35 Days	BDT 35,000

	Mineral Water 1500X35 Days cast & VIPs	BDT 52,500
	Lip Gas For Tea Stool 1750X5 Pies	BDT 8,750
	Mobile Bill 6 Person 1200X35 Days	BDT 42,000
	Van For On Spot Food Transport 2X500X35 Days	BDT 35,000
	First Aid Box 2 NOS	BDT 6,000
Transport	Sub Total	BDT 13,99,035
	Ac Micro On Sport 3 X 2500 X 35 Days	BDT 2,62,500
	Gas On Sport 2 Micro X 2000 X 35 Days	BDT 70,000
	Gas Dhaka To Chandpur 2500 X15 Days	BDT 37,500
	Pickup On Sport For Generator 2000 X 35	BDT 70,000
	Pick up On Sport For Light & Athirst Big 2500 X 35 Days	BDT 87,500
	Fuel For 2 Pickup Dhaka - Chandpur - Dhaka	BDT 20,000
	On Sport Pickup Fuel 2000 X 35 Days	BDT 70,000
	Fuel For Big Generator 6 X70X4=3360X35	BDT 1,17,600
	Fuel For Small Generator 2000 X 35 Days	BDT 70,000
	Sub Total	BDT 8,05,100

Equipment	Camera Rent 50,000X35 Days	BDT 17,50,000
	Hard Drive Storage	BDT 5,00,000
	Lights	BDT 4,20,000
	Jami Jib 12000 X 15 Days	BDT 1,80,000
	Jib um Rent 2100 X 35 Days	BDT 73,500
	Generator (60 kb) 7000 X 35 Days	BDT 2,45,000
	Generator (10 kb) Rent 2000 X 35 Days	BDT 70,000
	Trolley Rent 600 X 35 Days	BDT 21,000
	Sub Total	BDT 16,84,500
Living	12 Ac Room Rent For Cast & VIPs 12 X 2000 X 24000 X 35 Days	BDT 8,40,000
	Non Ac Room for 61 Person Crew 800 X 31 X 24,800 X 35 Days	BDT 8,68,000
Traveling		
	All Cast & Crew Dhaka To Chandpur Shoot Time & Chandpur To Dhaka Pickup	BDT 1,00,000
	Sub Total	BDT 18,08,000

Production Cost		
BANGLADESH		
On Spot payment		
	Focus Fuller 4000 X 35 Days 1,000	BDT 1,40,000
	Gaffer 3000 X 35 Days	BDT 1,05,000
	Spark 7 Person 800 X 7 X 35 Days	BDT 1,96,000
	Production Runner 6 Person 800 X 6 X 35 Days	BDT 1,58,000
	Guard 1 Person 500 X 35	BDT 17,500
	Local Crowd Controller 2 Person 1000 X 35 Days	BDT 35,000
	Trolley Man 800 X 35 Days	BDT 28,000
Rent	Cooking space Rent Or Making 35 Days	BDT 25,000
	Decorators Chair, Table, Rent 35 Days	BDT 8,750
	Willkie Talkie Rent 3 Days	BDT 12,000
Shapley	On Spot Folding Chairs 350 X 20 pies	BDT 7,000
	ON Spot Table 2 Pies 2000 X 2	BDT 6,000
	Hand Mick	BDT 6,000
	Torch Light	BDT 2,000
	Hade Light For	BDT 2,000

	Director Chair 2 pies	BDT 10,000
	Sub Total	BDT 758,250
	Total BD Production Cost	BDT 64,54,885

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Production Cost		
INDIA		
Transportation		
	Car Rentals	BDT 2,00,000
	Pickup Rental 15 Days X 8000X 2	BDT 1,20,000
	Fuel 15 Days X 5000	BDT 75,000
	Transport Kolkata To Tripura	BDT 1,00,000
	Transport Kolkata To Gide	BDT 1,00,000
		BDT 5,95,000
Travel		
	Traveling Bangladesh To India Cast & Crew 23 Person	BDT 3,00,000
Living		
	Accommodation Cast & Crew	BDT 3,00,000
Food	Main Food 15 Days X 350 X61	BDT 3,20,000

	Background Arts 350 X55	BDT 19,250
	Snacks Two times 50 X61	BDT 45,750
	Background Artist Snacks Two times 50 X 55 Unit	BDT 2,750
	Tissue , Water ,Tea, Coffee Etc 15X4500	BDT 67,500
	Sub Total	BDT 10,55,250
Equipment Rent	Camera 15 daysX50,000	BDT 7,50,000
	Lighting Package 15 daysX15,000	BDT 2,25,000
	Skimmer, reflectors, satin cloth, apple boxes, etc	BDT 50,000
	Generator India 15 Days 7,000	BDT 1,05,000
	Fuel	BDT 1,00,000
	Jami Jib 7daysX15,000	BDT 1,05,000
	Track 15 days X1800	BDT 27,000
	Circle Trolley 1 days	BDT 9,000
	Sub Total	BDT 13,71,000
	Total Indian Production Cost	BDT 30,21,250

Crew Remunerations		
INDIA		
	Production Manager 15 Days X 5000	BDT 75,000
	AD 1 One Month X 33,000	BDT 33,000
	AD 2 One Month X 26,000	BDT 26,000
	Art Director 2 Month X 60,000	BDT 1,20,000
	Assistant Art 1 Month X 35,000	BDT 35,000
	Costume Designer 1 Month X 1,00,000	BDT 1,00,000
	Costume Assistant 15 days X 2,000	BDT 30,000
	Focus Fuller 15 Days X 4,000	BDT 60,500
	Gaffer 15 Days X 3500	BDT 52,500
	Light Boys 8 Person 15 DaysX1,300	BDT 1,56,000
	Production Boy 6. Person 20 days X 1,300	BDT 1,17,000
	Location Coordinator 1 Month X 3,000	BDT 90,000
	Still Photographer 15 days X 3,600	BDT 54,000
	Location Sound Records'	BDT 80,000
	Assistant Sound Records 15 days X 2,600	BDT 39,000
	Boom Operator 15 days X 2,600	BDT 39,000
	Behind the Scene 15 days X 4,000	BDT 60,000
	Sub Total	BDT 11,76,000

Post Production		
	Subtitle	BDT 1,00,000
	Editor 4 month X 1,50,000-50,000	BDT 5,00,000
	Color Grading	BDT 5,00,000
	Computer Graphics	BDT 3,00,000
	Post Lab Charge	BDT 4,00,000
Audio		
	Dubbing Studio (BD) 20 shifts X 5,000	BDT 1,00,000
	Dubbing Studio (INDIA) 20 shifts X 5,000	BDT 1,00,000
	Background Music	BDT 3,00,000
	CD /DVD	BDT 50,000
	Singer 5 X 10,000	BDT 50,000
	Foley	BDT 1,00,000
	Music Director	BDT 2,50,000
	Lyricist	BDT 75,000
	5 Parsons India stay of Editing (Food, Logging. Travel) 45 Days Aprx.	BDT 2,00,000+
	Petty cash [post production]	BDT 1,50,000
	Post Production Supervisor	BDT 1,20,000

	MonthX30,000	
	Sub Total	BDT 35,95,000

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Grand Total			
	03	Pre-Production work	BDT 28,40,000
	04	Crew Remuneration Bangladesh	BDT 71,80,000
	05	All Artist Remunerations	BDT 20,00,000
	06	Props	BDT 11,00,000
	07	Costume & Ornaments	BDT 5,00,000
	08	Production Cost Of Bangladesh	BDT 64,54,885
	09	Production Cost Of India	BDT 30,21,250
	10	Crew Remuneration India	BDT 11,76,000
	11	Post Production	BDT 35,95,000
		Grand Total	BDT 2,65,67100

SWOT ANALYSIS

STRENGTH

- Well Reputation of the Organization
- Excellent service provider
- Strong relationship with clients
- Good Infrastructure
- Diversified product line

WEAKNESS

- Limited financial capacity
- Unpredictable Schedule of execution
- Few employee motivation schemes
- Lack of experience in the lower tire employees

OPPORTUNITY

- Increase more service to grab more market share
- Clients become more concern regarding the quality of service rather than price
- Organization need to focus on the international market
- Local Market opportunities are to be identified
- Participate in International Film festivals and film markets

THREAT

- The market is becoming competitive
- Political violence increase
- Bangladeshi cinema hall shut down
- Indian movie import

RECOMMENDATION

Providing recommendations for a service provider like Bengal Creations LTD. is a tough job indeed. As there are specialist teams who are continuously working for the improvement of every process that service follows, it is quite difficult for a fresher like me to prepare recommendations, but according to me there is a step for which I would like to recommend some point. These recommendations will definitely improve the overall organization image if implemented efficiently.

- Bengal Creations LTD. Management can largely depend on the group or team of the company to establish their own goals and make a decision the activities those are needed to accomplish these goals, to identify their own problems and solve the problem.
- The organization should offer some trainings regarding top-level management for developing the corporate type of strategy.
- Creative director must handle creative activity and work is delegated to subordinate.
- Bengal Creations LTD. has a very few employee at the account management department, whereas the work pressure is high. So the department could enhance their workforce and share the work together.

CONCLUSION

We know that all that reality is very different from what we have learnt from our theory books. A person can only recognize and get the idea of the world when he/she actually tries to get involved in the processes. Here in the internship, the situation is same. After getting involved with the processes and people of the organization, I could visualize many things which were not possible only reading books. In the report Project Budgeting of Bengal Creations LTD. has been elaborated.

On a concluding note it can be mentioned that the Project Budgeting of Bengal Creations LTD. is quite effective and efficient. Almost all the required steps of the process are done in a systematic manner maintaining some structured methods. The creative and accounts team is continuously working on the process to improve it as much as they can. The organization has a target to make their service the best among all the existing organizations in Bangladesh.

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