Report On

Business and Project Management at

ZTT in Bangladesh

By:

Md Rakin Absar Jahan

21264094

An internship report submitted to the BRAC Business School in partial fulfillment of the requirements for the degree of
MBA

BRAC Business School

BRAC University

August, 2024

Declaration

It is hereby declared that:

1. The report on my internship, which I presented as part of my degree program at BRAC University, is my original work.

2. The report doesn't include any content that has already been published or authored by a third party, unless it is properly referenced with complete and correct details.

3. Nothing in the report has been submitted or accepted for credit toward any other degree or certificate from a university or other organization.

4. I have given credit to all major sources of assistance.

Student's Full Name & Signature:

Md. Rakin Absar Jahan

21264094

Supervisor's Full Name & Signature:

Dr. Syed Mahbubur Rahman

Associate Professor, BRAC Business School

BRAC University

Letter of Transmittal

Dr. Syed Mahbubur Rahman
Associate Professor,
BRAC Business School
BRAC University
66 Mohakhali, Dhaka-1212

Subject: An authorization letter for submission of the Internship Report.

Dear Sir,

I have the pleasure to submit the internship report on **"Business and Project Management at ZTT in Bangladesh"** which I have been given as a requirement of my ZTT internship program as part of the MBA program.

To prepare this report, I have made every attempt to put in my all and have done a great deal of analytical work to identify the study-relevant items. There might be a few errors, though, and I would appreciate it if you would take those into account.

I will be happy to address any questions you may have about the report.

Sincerely yours,

_____

Md. Rakin Absar Jahan
21264094
BRAC Business School
BRAC University
Date: August 16, 2024

Non-Disclosure Agreement

This agreement is made and entered into by and between ZTT and the undersigned student at BRAC University and Md Rakin Absar Jahan. I've committed to an arrangement for my internship. I had access to private information and documents pertaining to the business practices of the corporation when I was an intern. I have made the decision not to include any sensitive material in my internship report in order to protect the company's reputation in the event that it is made public.

Acknowledgement

Firstly, I would like to thank Almighty Allah for allowing me opportunity to complete this internship report on time. Secondly, I would like to thank Dr. Syed Mahbubur Rahman, my faculty supervisor, for helping me all the way through the report preparation process.

I would like to thank Md Mahadi Hasan Shawon, Senior Manager of International Division Department for helping me with the information and industry knowledge that was an essential part of the report.

Finally, I want to show my appreciation to my colleagues at ZTT for their cooperation all the time.

Executive Summary

This internship report defines business development in the context of corporations and highlights the significance of Public Procurement Rules for the successful submission of any tender. This study outlines the entire procedure for operating at every functional level, with a focus on business processes. Growth since it fits my job description. It's a fundamental procedure that requires much research. Research is the first step in the business development process, which concludes with project conclusion. Having knowledge of PPR is a fantastic advantage for anyone hoping to advance in the Power Sector in Bangladesh. This industry is one of the many opportunities to have a successful career with lots of chances. It is regrettable that so few people possess in-depth understanding of this industry. I'm hoping this report will motivate and assist them in comprehending the procurement procedure. On the global market, those who are knowledgeable about the global procurement procedure are highly esteemed.

ZTT Group (Jiangsu Zhongtian Technology Co Ltd) is a well-known international company with a focus on developing and producing cutting-edge solutions for power transmission and communication. Since its founding in 1992, the business has expanded to become a world leader in a number of sectors, including power transmission, renewable energy, marine systems, optical fibre communications, and innovative materials. ZTT has increased the scope of its operations into Bangladesh, concentrating mostly on the energy and communications industries. ZTT has executed major projects in Bangladesh, such as in BPDB the Bangladesh 33kV underwater cable project from Barobkundo to Swandip, PGCB - Design, Supply, Erection, Testing & Commissioning of Ishurdi-Rooppur 132 kV Double Circuit Transmission Line on Turnkey Basis and many others which is a component in the development of the nation's critical infrastructure. Through the development of strong infrastructure and cutting-edge technical solutions, ZTT is demonstrating its commitment to meeting the energy and communication needs of the region while also improving power transmission capabilities with this project.

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List of Acronyms

ZTT - Jiangsu Zhongtian Technology Co Ltd

PGCB - Power Grid Company Bangladesh

SECRI - Shanghai Cable Research Institute

WHVRI - Wuhan High Voltage Research Institute

CEPRI - China Electric Power Research Institute

PPA - Public Procurement Act

BREB - Bangladesh Rural Electrification Board

ADB - Asian Development Bank

EPC - Engineering Procurement and Construction

PPR - Public Procurement Rules

SSE - Shanghai Stock Exchange

OPGW - Optical Ground Wire

R&D - Research and Development

CSR - Community and Social Responsibility

OTM - Open Tendering Method

EOI - Expressions of Interest

RFP - Requests for Proposals

IFE - Invitations for enlistment

IFT- Invitations for tender

IFPQ - Invitations for pre-qualification

REI - Requests for expressions of interest

TOC - Tender Opening Committee

TEC - Tender Evaluation Committee

OTM - Open Tendering Method

LTM - Limited Tendering Method

TSTM - Two Stage Tendering Method

OSTETM - Open Stage Two Envelope Tendering Method

DPM - Direct Procurement Method

RFQM - Request for quotation Method

LCS - Least Cost Selection

DCS - Design Contest Selection

SSS - Single Source Selection

ICS - Individual Consultant Selection

FBS - Fixed Budget Selection

QCBS - Quality and Cost Based Selection

CSOS - Community Service Organization Selection

SBCQ - Selection Based on Consultants Qualifications

STD - Standard Tender Documents

CPTU- Central Procurement Technical Unit

CPAR - Country Procurement Assessment Report

PCC - Particular Contract Conditions

PDS - Project Data Sheet

PMP - Project Management Plan

Chapter 1 Overview of Internship

1.1 Information about Student

Name: Md Rakin Absar Jahan

ID: 21264094

Department: Master of Business Administration (MBA)

Major: Operations and Supply Chain Management

1.2 Information about the Internship

1.2.1 Details about Organization

Organization Name: ZTT (Jiangsu Zhongtian Technology Co Ltd).

Address: House: 5B, Road: 86, Gulsan 2, Dhaka 1212, Bangladesh.

Internship Period: 3 Months

1.2.2 Details about the Supervisor

Supervisor Name: Md Mahadi Hasan Shawon

Designation: Senior Manager

Division: International Division

1.2.3 Job Responsibilities

The author has been working as Assistant Manager in Project Management Department in this company since February 2024. His job responsibilities here are as follows-

- To review the entire document that the business development departments have sent in order to begin project operations.
- To help with the contract, joint venture, and intercompany sub-consultant agreements' finalization.

- To participate in the meetings for negotiations with the clients and JV members and help with the completion of the meeting minutes.

In addition to his regular duties, he has other responsibilities as well. These include forecasting on a monthly basis, assisting the recruitment cell in finding qualified experts (both domestic and foreign) for the projects that are assigned to them, ensuring that the projects comply with the codes of conduct and ethics, visiting the project sites, updating resource lists, and maintaining minutes of internal meetings. Additionally, he was able to collaborate with the Business Development Group. This team is specialized and their real duty is to maintain the business by preparing the Tender documents and submitting to the Request for Proposals (RFP), and winning projects. They also have to regularly stay informed about new government projects. The author is in charge of projects to which he has full access and serves as the primary liaison between the client and upper management.

Assigned Projects:

- Supply of 10 KM 33 kV, 1x 300mm^2 XLPE Copper Cable of Tongi and Fouzderhat Store.
- Modernization & Capacity Enhancement of BREB Network (Dhaka-Mymensingh Division) Project, Bangladesh Rural Electrification Board of 11kV Underground Cable project.
- Modernization & Capacity Enhancement of BREB Network (Khulna Division) Project, Bangladesh Rural Electrification Board of 11kV Underground Cable project.

1.3 Internship Outcomes

1.3.1 Student's Contribution to The Company

Working for ZTT Bangladesh for 3 months in Dhaka office is very wonderful and challenging for me. The project that I looking for 1 in ADB funded and 1 in World Bank funded and it was really great experience for me to work with, BREB- Bangladesh Rural Electrification Board and PGCB - Power Grid Company Bangladesh. This has been possible because I have worked in Microtech more than a year.

When I nearly complete my all course of MBA in BRAC University, luckily I have offered by ZTT which served as my internship program and I got valuable experience in my life. Complete of the internship program is a requirement for earning an MBA from BRAC University. The four-month internship program aims to provide students with real-world work experience, enhancing their understanding of the workplace and helping them chart a successful career path.

1.3.2 Benefits to the Student

An internship is a fantastic opportunity for students who are about to enter the corporate world to launch their professional careers. To earn four credits, all BRAC Business School graduates must finish an internship. To complete my internship, I had to apply to multiple companies by sending my CV and curriculum vitae. During the review process, I learned about the skills and abilities that companies want in recent grads or entry-level workers. My experience here has made me more aware of how crucial it is to maintain a culture of the firm and its potential impact on worker productivity. In addition, I discovered how to engage in conversation with clients, engage in senior staff interaction, adopt appropriate stances and gestures, and keep a distinct space between my both in one's personal and professional life. Furthermore, I learned about KPIs and how they impact the performance evaluation at year's conclusion. Finally, I learned how to from my supervisor at the conclusion of the day, correctly close off each document. It could be argued that finishing and a fresh graduate with an internship can set themselves up for success in the corporate world.

1.3.3 Difficulties.

These are some of the constraints that I encountered during my internship. As I worked in a large group and have a lot of responsibilities, I have therefore tried my best for my research task as per

standards, nonetheless I have tried to meet the requirements criteria. The principal aim was to achieve broad recognition and significance for the report. I became aware of a few issues I encountered while finishing the internship. I've included details below:

- I had don’t have access to meet with high rank government official.
- As ZTT is a Chinese MNC most of the employee are Chinese so if I learned Chinese earlier it would be easy to me.

1.3.4 Recommendation.

For business students, internships are essential since they offer the chance to obtain real-world experience. Experience and apply what you've learned in school to practical situations. I think I had the good luck to finish my internship with ZTT. Even though the program was only three months long, I learned a lot about the corporate world. In conclusion, internships are a crucial part of the preparation process for business students for the workplace.

1.3.5 Background of the report

This report In compliance with the MBA Internship Program requirements, this report has been generated. The author has completed his operations management major. Three key courses have been completed by him: 1. Project Management, and 2. Supply Chain Management. His present company offers the Bangladeshi government EPC and services in a variety of infrastructure-related fields. The report's subject was chosen with consideration for the author's professional responsibilities in the area in question. We can list the following four particular goals that this report will accomplish:

1. To establish a link between the practical experience and the subjects I learned in the MBA program;
2. To obtain a concise overview of the business.
3. To acquire proper skill set to execute job duties.
4. Lastly, but just as importantly, earning an MBA program of BRAC University.

1.3.6 Methodology

The majority of this study is exploratory and qualitative, using limited amounts of secondary and primary data. Secondary data gathered from a range of sources, including government publications, newspapers, journals, and the ZTT annual report. The business management system of ZTT and conversations with important personal of the project served as the primary data sources.

Chapter 2 Organization Part

2.1 Introduction

ZTT Group (Jiangsu Zhongtian Technology Co Ltd) is a well-known international company with a focus on developing and producing cutting-edge solutions for power transmission and communication. Since its founding in 1992, the business has expanded to become a world leader in a number of sectors, including power transmission, renewable energy, marine systems, optical fibre communications, and innovative materials. ZTT has increased the scope of its operations into Bangladesh, concentrating mostly on the energy and communications industries. ZTT has executed major projects in Bangladesh, such as in BPDB the Bangladesh 33kV underwater cable project from Barobkundo to Swandip, PGCB - Design, Supply, Erection, Testing & Commissioning of Ishurdi-Rooppur 132 kV Double Circuit Transmission Line on Turnkey Basis and many others which is a component in the development of the nation's critical infrastructure. Through the development of strong infrastructure and cutting-edge technical solutions, ZTT is demonstrating its commitment to meeting the energy and communication needs of the region while also improving power transmission capabilities with this project.

ZTT offerings include electrical fittings, special electrical fittings, special optical fibre cable fittings, communication goods, and more. These items are extensively utilized in more than 106 nations. We can produce 300,000 vibration dampers, 300,000 helical formed suspension clamps, 200,000 helical formed dead-ends, 2000 tons of casting aluminium components, and 10,000 tons of iron components annually thanks to our great R&D capabilities and hundreds of cutting-edge pieces of equipment.

Numerous third-party laboratories, including TLC, Shanghai Cable Research Institute (SECRI), Kinnectrics International Inc. Canada, Wuhan High-Voltage Research Institute (WHVRI), and China Electric Power Research Institute (CEPRI), have approved type testing for our fittings. We dedicate ourselves to providing our clients with prompt, considerate service along with dependable, safe items.

2.2 Company Overview about ZTT

The industrial portfolio of ZTT Group (Jiangsu Zhongtian Technology Co., Ltd.) comprises specialized products in the areas of smart grid, optical communications, marine equipment, renewable energy, and industrial internet. ZTT (stock code 600522) was listed on the Shanghai Stock Exchange (SSE) in 2002. ZTT is one of the biggest sophisticated manufacturing corporations in China, with over 16,000 workers and 80 global affiliate companies. It is included in the Top 500 Chinese Enterprises.

At ZTT, we're dedicated to minimizing our influence on the environment and pursuing net zero status. We work hard to reduce our carbon footprint and preserve natural resources in all aspects of our business, including supply chain management, product design, and production procedures.

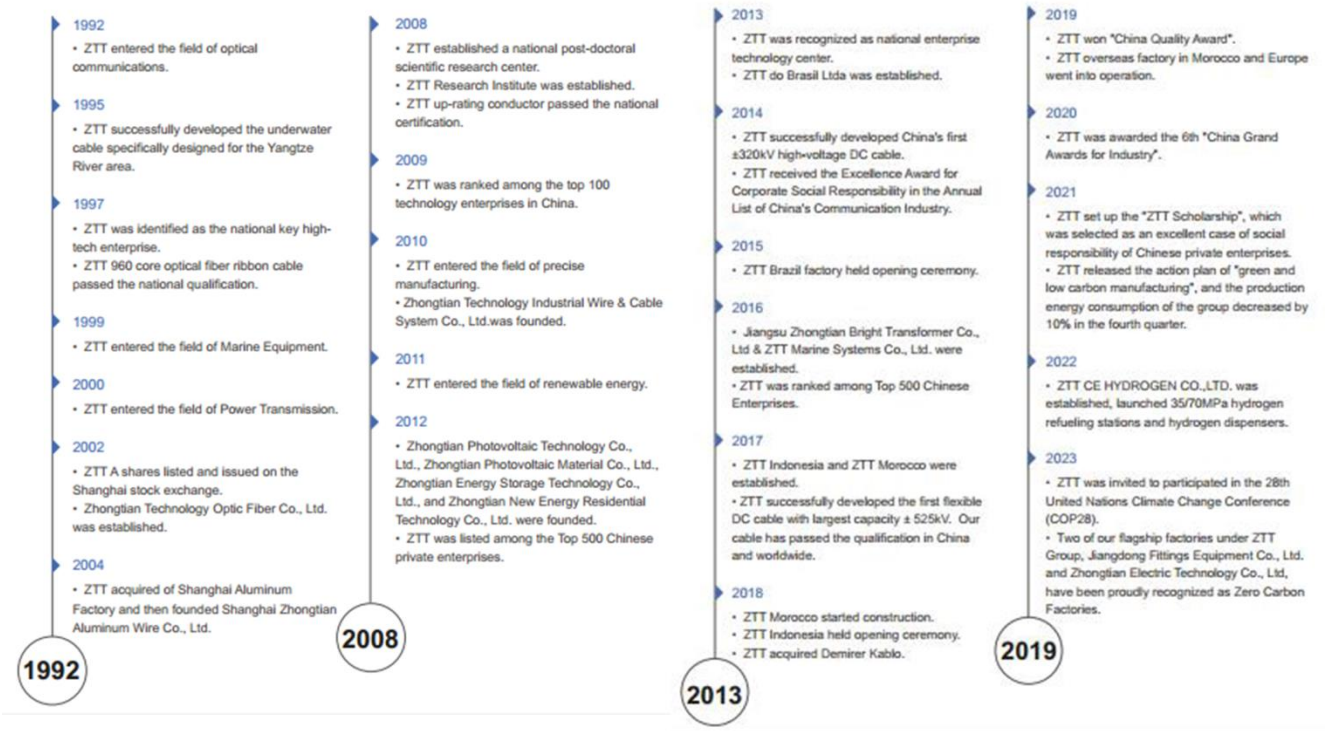


Figure 1: ZTT History by year

Figure 2 : ZTT Group Overview

ZTT is a public listed company founded in 1992 and now has over 16000 employees. We have 80+ factories and our products are exported to more than 160 countries and regions. Our revenue was approximately 13.5 billion US Dollars last year. ZTT is the top 500 enterprises and national key high-tech enterprise in China. And it's a gold medal listed company which was listed on shanghai stock exchange in 2002.

Figure 3 : Branch Offices & Registered Subsidiaries

Figure 4 : Main Industry Overview

2.2.1 ZTT Core Business

Optical Fiber Communications: ZTT serves major telecommunications organizations globally as a leading supplier of optical fiber cables and related devices. The optical fibers, cables, and accessories needed to construct high-speed communication networks are included in product line.

Power Transmission: ZTT produces a variety of goods for power transmission, such as high-voltage cables, conductors, and OPGW (Optical Ground Wire). These goods are essential for the effective long-distance distribution and transmission of electricity.

Renewable Energy: The business has made significant investments in solar and wind energy, in particular. They aid with the global switch to sustainable energy sources by producing essential components like solar and wind turbine cables.

Marine Systems: ZTT creates submerged cables and other marine systems that are necessary for subsea communications, offshore wind farms, and oil and gas exploration. Around the world, several maritime engineering projects benefit from their competence in this field.

New Materials: ZTT is engaged in the development and manufacturing of high-performance materials, such as sophisticated composites and superconductors. These materials find widespread use in several industries for high-tech applications.

2.2.2 Global Presence

ZTT has established a strong global presence with manufacturing facilities and R&D centers in multiple countries, including China, India, Brazil, and Indonesia. The business's wide distribution network guarantees prompt product delivery to customer’s around Asia, Europe, Africa, and the Americas.

2.2.3 R&D and Innovation

A key component of ZTT's strategy is innovation and investments in research and development. ZTT's research and development centers work with top universities and research centers to

provide innovative solutions that cater to their customers' changing needs. Financial Performance ZTT's expanding global market and varied product line have propelled the company's steady financial growth. The company's market capitalization, profitability, and growth in revenue all demonstrate its strong financial success.

2.2.4 Corporate Social Responsibility & Sustainability

2.2.4.1 Employee Care

ZTT first established the working mechanism of "spiritual mentor for employees", which embodies the scientific management principle of "always putting people first" As part of our commitment to ZTT offers various green energy solutions to customers, fostering the and gives full humanistic care to our employees.

2.2.4.2 Charity Activities

While developing steadily, ZTT has set up a "ZTT charity fund" to actively participate in social charities, respond to natural disasters immediately. ZTT donated money and materials in the fight against snow disasters, earthquakes and other disasters, and organized engineers to provide technical assistance and support for communication power restoration.

2.2.4.3 Gender Equality

ZTT promotes gender parity and recognizes that a diverse workforce yields superior commercial results. The company we represent is striving for gender equality by developing an inclusive and impartial culture, a gender-balanced staff, and a work environment that is both gender-inclusive and equitable.

2.2.4.4 Cultural Diversity

ZTT, as an international company, has been recruiting international employees from different cultural background, and implemented local construction according to the development and

cultural traditions of different countries, and is committed to becoming a part of its community, earning the recognition of natives.

ZTT is dedicated to corporate social responsibility and sustainable development. The business actively engages in community development initiatives while maintaining stringent adherence to environmental regulations in its operations. Their energy-saving measures, support for renewable energy sources, and reduction of carbon emissions are examples of their sustainability initiatives energy projects.

Figure 5 : ZTT Net-Zero Goal

Figure 6 : ZTT Sustainable Development Goals

2.3 Vision

ZTT (Zhongtian Technology Group) aspires to be a preeminent worldwide supplier of cutting-edge and environmentally friendly solutions for the power transmission, telecommunications, renewable energy, and smart grid industries. The company's goals consist of:

1. Innovation and Technology Leadership: Constantly allocating resources to R&D in order to introduce modern technologies with the solutions that satisfy the demands of the market and its clientele.

2. Sustainability and Environmental Responsibility: Making a commitment to environmentally friendly product development, sustainable practices throughout all operations, and a reduction in the environmental effect of its operations.

3. Global Expansion and Market Leadership: Increasing its global competitiveness, forging solid

international alliances, and growing its footprint in other markets.

4. consumer-Centric Approach: Putting the needs of the consumer first by offering superior goods and services, specialized solutions, and first-rate post-purchase assistance.

5. Employee Development and Well-Being: Encouraging professional development, protecting the wellbeing of its staff, and creating a healthy work atmosphere.

6. Community and Social Responsibility: Participating in CSR campaigns, assisting with community growth, and enhancing the welfare of society.

By working toward these objectives, ZTT hopes to uphold its standing as a reputable and trustworthy leader in its sector, fostering advancement and innovation for a brighter future.

2.4 Mission

Connecting Wonderful Life with Optic Electric Network

2.5 ZTT in Bangladesh

ZTT has operated his business in Bangladesh since 2014. ZTT first project in Bangladesh was an Optical Fiber Communication project and then in Dhaka a permanent office was opened. In Bangladesh, ZTT has accomplished a wide range of projects in the infrastructure, electricity, urban, transportation, and social sectors. At the moment, the company oversees a portfolio of about 50 projects across the nation, varying widely in terms of scope, sector, and magnitude.

Bangladesh Government Organization:

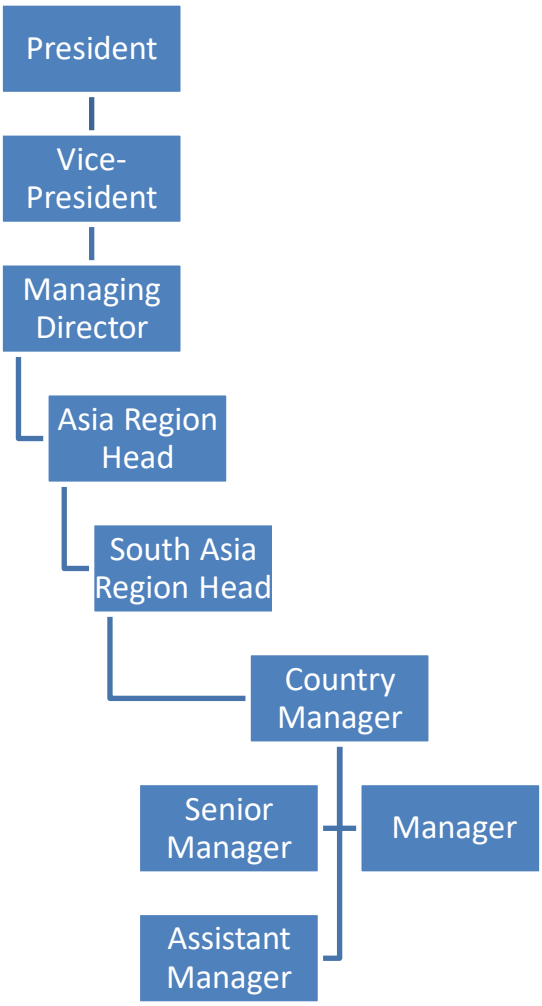
- Bangladesh Power Development board (BPDB).
- Bangladesh Rural Electrification Board (BREB).
- Bangladesh Power Grid Company Limited (PGCB).

- Dhaka Electric Supply Company Limited (DESCO).
- Dhaka Power Distribution Company Limited (DPDC).
- Northern Electricity Supply Company Limited (NESCO).

Private Organization:

- Reverie Power & Automation Engineering Ltd.
- SQ Group.
- Era Construction Ltd.
- Power System Development Company Limited.

Company Organogram



2.6 Conclusion

Despite being a relatively new manufacturer in Bangladesh's power industry, ZTT is swiftly ascending to the top of the list of the nations most recognizable and promising power sector brands. I have spent the last 4 years working in several companies' business development departments. This is unquestionably an extremely difficult corporate position. As Assistant Manager, Business Development at ZTT, I oversee a group of people that draft and win bids for major government projects in the power and energy sectors. My regular tasks is working on other various projects in the company, such making the tender document and preparing the materials as per procurement regulations (e.g. ADB, World Bank, Bangladesh Public Procurement Regulations etc.). Along with these responsibilities, I also have to visit project offices to gather up-to-date project information, prepare OTM (Open Tendering Method) , Expressions of Interest (EOI) and Requests for Proposals (RFP) for prospective projects, and follow up with high-ranking government and non-government officials as well as foreign associates.

2.7 Recommendation

- As power sector is rising in Bangladesh we should expend product.
- ZTT are only supplying Power cable, OPGW, Optical fiber but ZTT has other products like Insulator, Transformer and solar battery storage system.
- ZTT should make the type test report for all electrical products as per ASTM and STL laboratory.

Chapter 3 Bangladesh Procurement and ZTT

3.1 Bangladesh Public Procurement

Public procurement, particularly its development over time, is the main topic of this chapter. It provides an overview of public procurement in Bangladesh by combining the legal framework, guidelines, tenets, and traits of public procurement in its current form. The Public Procurement Act of 2006 (PPA 2006) states that "Procurement that is involves buying or working of any products, or acquiring items by hiring and buying, as well as carrying out works

and services rendered through any contractual mechanism The phrase "public procurement" describes the acquisition of products, services, or labor (i.e., building projects) with public cash. Using an established procurement process to implement good governance in public procurement structure and managerial ability are a top priority for any government as, in the modern world, issues of ideal competition in public procurement, transparency, accountability, and treating everyone equitably are all important. The Public Procurement Act (PPA) was publishing by the Bangladeshi government in 2006 to give government agencies a legal framework within which to purchase goods, services, and works. The Public Procurement Regulation (PPR), the primary policy instrument guiding Bangladesh's procurement process, was approved by the government of Bangladesh in 2008. Guidelines for procurement techniques are provided by the PPR. In short, public procurements in Bangladesh are typically carried out via a four-tier procedure that includes publicizing the IFT, review, approval, and contract awarding.

In order to acquire goods or services, a procuring body must first publicize the Tender Notice invitations for pre-qualification, and requests for expressions of interest (REI). When deciding which daily newspaper to use, the entity should use "sound judgment." The advertisements must be placed in at least two widely circulated newspapers, adhering to the stipulated formats and timelines. Firstly, Tender notice will float in PE website. Secondly, Pre-qualification can be done by a procuring entity for a variety of big and complicated procurements, including design and build infrastructure, construction and maintenance projects, and more. Before beginning Tender Opening Committee (TOC) opens PQ applications, which are subsequently assessed by the Tender Evaluation Committee (TEC), with potential help from a Sub-committee chaired by the purchasing institution. At opening of tenders is the following stage. Every procuring entity has a committee dedicated to opening proposals and tenders. The procuring organization calls a meeting to announce the opening of tenders after the deadline for submitting bids. Prompt and public tender opening at the time and location mentioned in the Tender Notice is mandatory.

Thereafter, the evaluation committee must attest that the evaluation was conducted in compliance with Act regulations, with pre-disclosed criteria and technical specificities and its members, who must be appointed fairly and transparently, must sign a declaration of neutrality. TEC submits its report and suggestions to the notification of award (NOA) is sent to the win tenderer within 7 days of the Approving, attaching the agreement with full PCC and GCC. Approving Authority, it will decide to whom to award the contract. Generally speaking, the lowest evaluated tender, known as the "responsive tender," or also according to the specifications and commercial terms and conditions of the tenderer becomes successful tender. Also referred to as financial power delegation, a statutory instrument specifies precisely which authorities and which methods of procurement may be used to sanction purchases of what kind and value. For instance, in a project or activity costing more than 500 million Taka, products worth taka 15,000 may be purchased directly, that is, without use the quotation approach.

3.2 Bangladeshi Public Procurement Methodologies

According to PPR-2008, there are six different approaches for works and excellent contracts in Bangladesh under Rules Nos. 61 and 62, and under Rules Nos. 103 and 104, there are 08 types of methods for service contracts for public procurement used for different types of government purchasing.

For Works and Goods contract, they are,

- OTM (Open Tendering Method)
- LTM (Limited Tendering Method)
- TSTM (Two Stage Tendering Method)
- OSTETM (Open Stage Two Envelope Tendering Method)
- DPM (Direct Procurement Method)
- RFQM (Request for quotation Method)

So Service contracts they are:

- Least Cost Selection (LCS)
- Design Contest Selection (DCS)
- Single Source Selection (SSS)
- Individual Consultant Selection (ICS)
- Fixed Budget Selection (FBS)
- Quality and Cost Based Selection (QCBS)
- Community Service Organization Selection (CSOS)
- Selection Based on Consultants Qualifications (SBCQ)

For goods and works contracts, the Open Tendering Method (OTM) is the recommended method for public procurement since it ensures that all bidders have an equal opportunity through open rivalry. In the case of urgent low-cost contracts that specifically benefit local vendors, a PE may maintain a shortlist of qualified bidders for the Limited Tendering Method (LTM). Superiority and the best method for the Service Contract (QCBS) is Cost Based Selection.

3.3 Purchasing Scheduling Problem solved in Public Procurement

CPTU establishes a quantity of Standard Requests and Standard Tender Documents (STDs) for goods and works for Proposals (SRFPs) in the event of services.

Table 01 shows the Procurement Planning addressed in public procurement documents.

Table 1: Article Addresses Procurement Planning in PPA 2006 and PPR 2008

Issue	Article Addresses Procurement Planning
Procurement Planning Issue	• **[Act 11(1), PPA-2006]** • **[Act 11(2), PPA-2006]** • **[Act 11(3), PPA-2006]** • **[Act 11(4), PPA-2006]** • **[Act 11(5), PPA-2006]** • **[Act 11(6), PPA-2006]**
	• **[Rule 15(1), PPR-2008]** • **[Rule 15(2), PPR-2008]** • **[Rule 15(3), PPR-2008]** • **[Rule 15(4), PPR-2008]** • **[Rule 15(5), PPR-2008]** • **[Rule 15(6), PPR-2008]** • **[Rule 15(7), PPR-2008]** • **[Rule 16(1), PPR-2008]** • **[Rule 16(2), PPR-2008]** • **[Rule 16(3), PPR-2008]** • **[Rule 16(4), PPR-2008]** • **[Rule 16(5), PPR-2008]** • **[Rule 16(6), PPR-2008]** • **[Rule 16(7), PPR-2008]** • **[Rule 16(8), PPR-2008]**
	• **[Rule 17(1), PPR-2008]** • **[Rule 17(2), PPR-2008]** • **[Rule 17(3), PPR-2008]** • **[Rule 17(4), PPR-2008]** • **[Rule 17(5), PPR-2008]** • **[Rule 16(9), PPR-2008]**

3.4 Public Tendering

Anyone who meets the requirements can submit a tender through open tendering. Typically, an A notice informing the public that the contract is up for bid and providing an equal chance for any organization to make a tender submission. A prequalification procedure that generates a short list of bidders may subsequently be used for larger projects. Open tendering, however, provides the best competition and offers the benefit of enabling nascent or up-and-coming suppliers to vie for business. Procedure of open tender is given below:

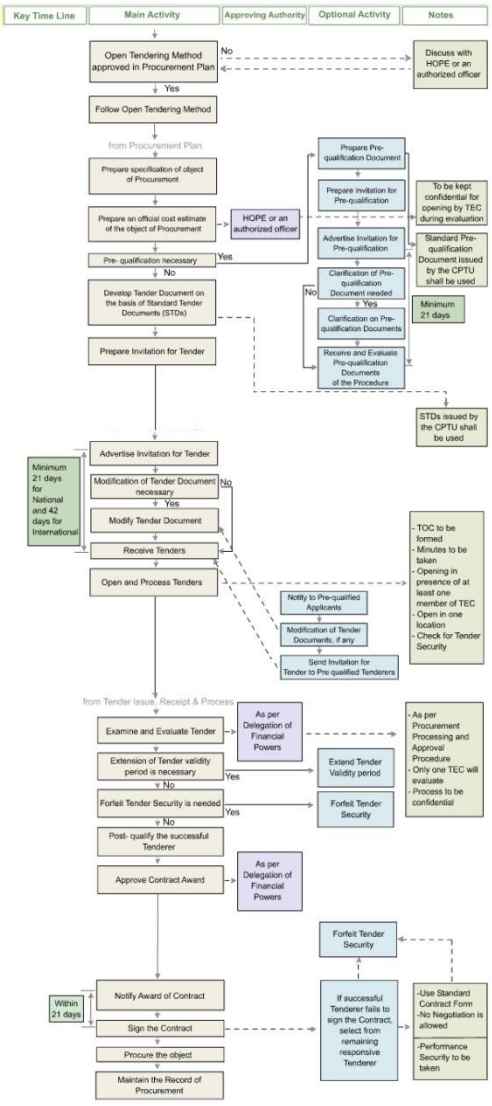
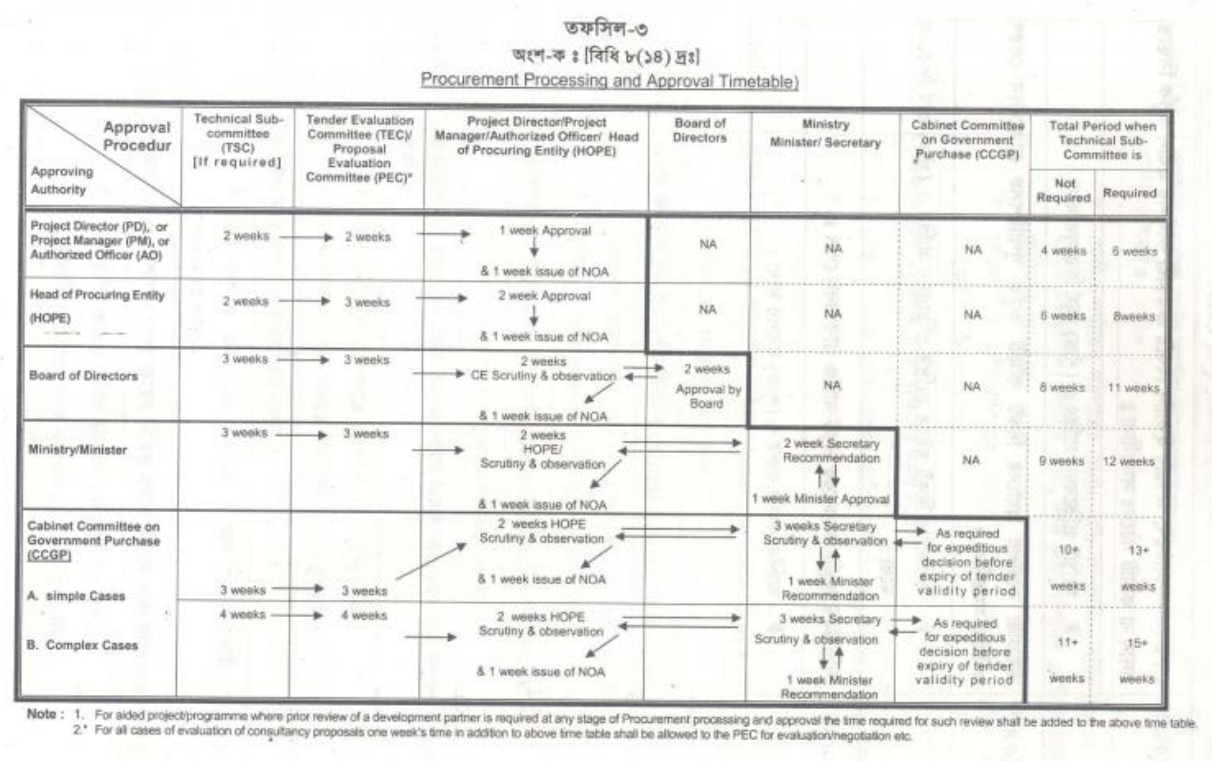


Figure 7: OTM Tender Opening



তফসিল-৩
অংশ-ক ঃ [বিধি ৮(১৪) দ্রঃ]
Procurement Processing and Approval Timetable)

Approval Procedur / Approving Authority	Technical Sub-committee (TSC) [If required]	Tender Evaluation Committee (TEC)/ Proposal Evaluation Committee (PEC)*	Project Director/Project Manager/Authorized Officer/ Head of Procuring Entity (HOPE)	Board of Directors	Ministry Minister/ Secretary	Cabinet Committee on Government Purchase (CCGP)	Total Period when Technical Sub-Committee is	
							Not Required	Required
Project Director (PD), or Project Manager (PM), or Authorized Officer (AO)	2 weeks	2 weeks	1 week Approval & 1 week issue of NOA	NA	NA	NA	4 weeks	6 weeks
Head of Procuring Entity (HOPE)	2 weeks	3 weeks	2 week Approval & 1 week issue of NOA	NA	NA	NA	6 weeks	8weeks
Board of Directors	3 weeks	3 weeks	2 weeks CE Scrutiny & observation & 1 week issue of NOA	2 weeks Approval by Board	NA	NA	8 weeks	11 weeks
Ministry/Minister	3 weeks	3 weeks	2 weeks HOPE/ Scrutiny & observation & 1 week issue of NOA		2 week Secretary Recommendation 1 week Minister Approval	NA	9 weeks	12 weeks
Cabinet Committee on Government Purchase (CCGP) A. simple Cases	3 weeks	3 weeks	2 weeks HOPE Scrutiny & observation & 1 week issue of NOA		3 weeks Secretary Scrutiny & observation 1 week Minister Recommendation	As required for expeditious decision before expiry of tender validity period	10+ weeks	13+ weeks
B. Complex Cases	4 weeks	4 weeks	2 weeks HOPE Scrutiny & observation & 1 week issue of NOA		3 weeks Secretary Scrutiny & observation 1 week Minister Recommendation	As required for expeditious decision before expiry of tender validity period	11+ weeks	15+ weeks

Note : 1. For aided project/programme where prior review of a development partner is required at any stage of Procurement processing and approval the time required for such review shall be added to the above time table.
2.* For all cases of evaluation of consultancy proposals one week's time in addition to above time table shall be allowed to the PEC for evaluation/negotiation etc.

Figure 8: Procurement Processing and Approval Timetable

3.5 CPAR and PPRR

The delayed procurement performance under various projects prompted the 2001 Country procurement Assessment, which evaluated the institutions, staff capabilities, policy, and framework currently in place for public procurement. The World Bank's Country Procurement Assessment Report (CPAR), which was created in collaboration with the Bangladeshi government, found numerous flaws in the government of Bangladesh's procurement system, among them the following significant flaws:

- Lack of a strong legislative foundation governing public sector procurement.
- Difficult bureaucratic process leading to delays.
- Lack of preparation.
- There are several levels in the approval and review procedure.
- Insufficient professional ability of personnel to oversee public procurement.

- Generally, the bid evaluation and bidding materials are of low quality.
- Inefficient management of agreements.
- Lack of sufficient mechanisms to guarantee accountability and transparency.

3.6 Harmony between the Tender papers and the Procurement Rules (PR)

One could argue that PR serves as the bidders' bible. PR is the legal manual where all of the answers are provided together with explanations. People frequently make the error of submitting tenders without having the necessary PR knowledge. Technical Evaluation Committee (TEC) assesses the tender during the assessment process using the PPR guidelines. This Procurement guideline describes any potential issues that may have arisen during the assessment process. Each donor agency has its own set of procurement guidelines, and bidders are required to abide by them. Bidders may be required to adhere to two rules at once, for example. The Bangladeshi government is the executing agency and the World Bank is the donor, hence the bidder ought to adhere to two rules at once, provided that they never clash with one another. Nonetheless, it is best to go by the PR of the donor agency, and frequently, their choice has taken precedence over that of the executing agency. There are multiple clauses in this PR guideline that are related to one another. In addition to match with Qualification criteria and Evaluation criteria, this guideline includes rejection conditions. We create tender documents based on these guidelines. Breaking this guideline's rules could get you banned or removed from future tender participation. Thus, each bidder needs to exercise caution while sending in their documentation.

3.7 BREB & Business Development in ZTT

3.7.1 Business Development in ZTT

Essentially, business development is about expanding a company, as the name implies. Business development is the process of finding opportunities, forming connections, and obtaining lucrative work for the company. A clever fusion of sales, marketing, and strategic analysis is

known as business development. The phrase "business developments" is beginning to appear more frequently. The willingness of organizations to allow interns and young workers to participate in this role is even more significant.

Typically, the role of a business development specialist is to locate new company prospects, which could include new markets new product or service offerings, new business relationships, or new methods of reaching current consumers in order to better satisfy their needs and then to seize those chances in order to increase profits. Strategic management and business development are linked. Thus, it is imperative that the business development manager possess sufficient expertise regarding strategic management. These five strategic management responsibilities help businesses grow and accomplish their objectives. The majority of managers uses and adheres to this method in order to get at their final destination, make decisions, and carry out their duties effectively.

Thompson and Strickland Model the model created by Thompson and Strickland identified Five Specific Tasks. The series of activities that comprise the process of developing the strategy are called the strategic management tasks.

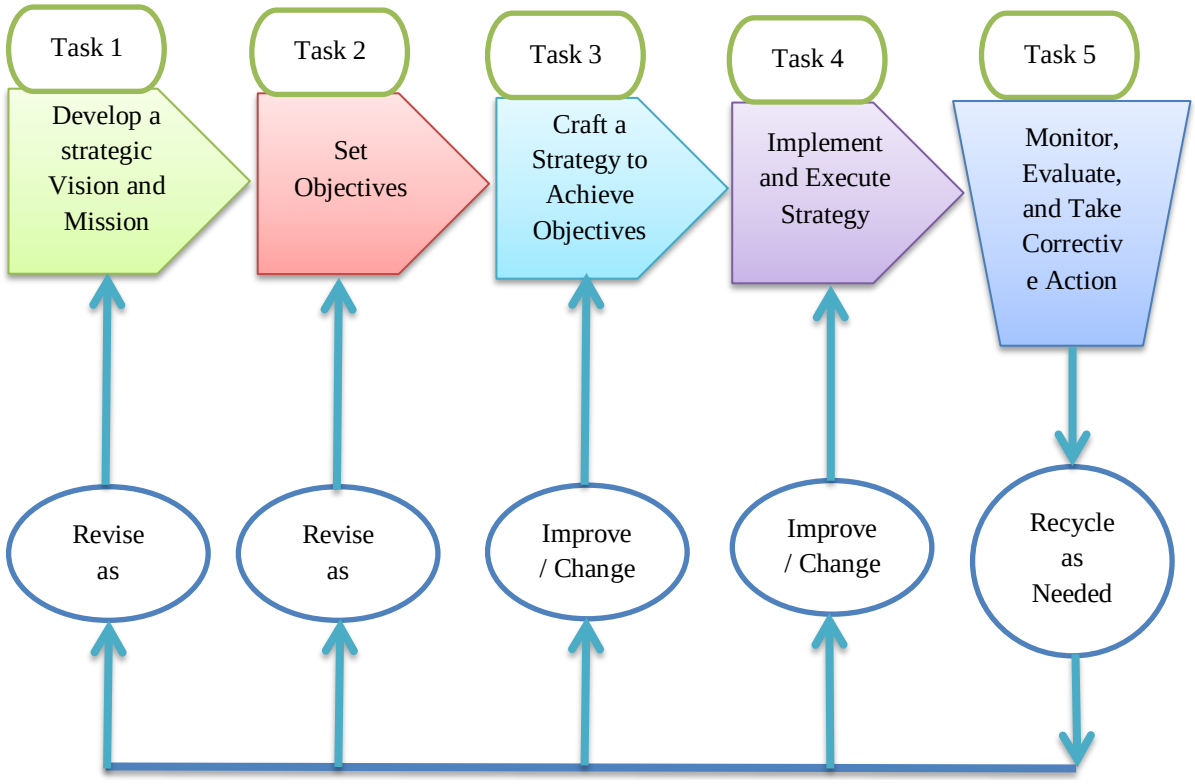


Figure 9 Strategic Management Process

3.7.2 Tender Procedures EPC contract

A proposal submitted in response to an invitation to tender is called a tender. It extends an invitation to provide products or services. In construction, the primary method of bidding is for the choice of the contractor who will carry out the construction. But as procurement due to the complexity of the rules, bids may be requested for a variety of products and services. (For instance, several contractors complete the work under a construction management contract. Business contractors, each hired by the customer for a distinct package could accept extra duties like administration and design. Additionally, the practice of combining providers is becoming more common. Under a single agreement, 'Integrated supply teams', for instance, on public designers, subcontractors, suppliers, facilities managers, and principal contractors are examples of project participants and so forth. Regardless of the kind of products or services being looked for, the procedure for obtaining tenders can happen in a variety of straightforward ways.

3.7.3 Public Tendering In BREB

In BREB they are act as same as other Public Department, we participate tender and anyone who meets the requirements can submit a tender through open tendering. Typically, an A notice informing the public that the contract is up for bid and providing an equal chance for any organization to make a tender submission. A prequalification procedure that generates a short list of bidders may subsequently be used for larger projects. Open tendering, however, provides the best competition and offers the benefit of enabling nascent or up-and-coming suppliers to vie for business.

Procedure of open tender is given below:

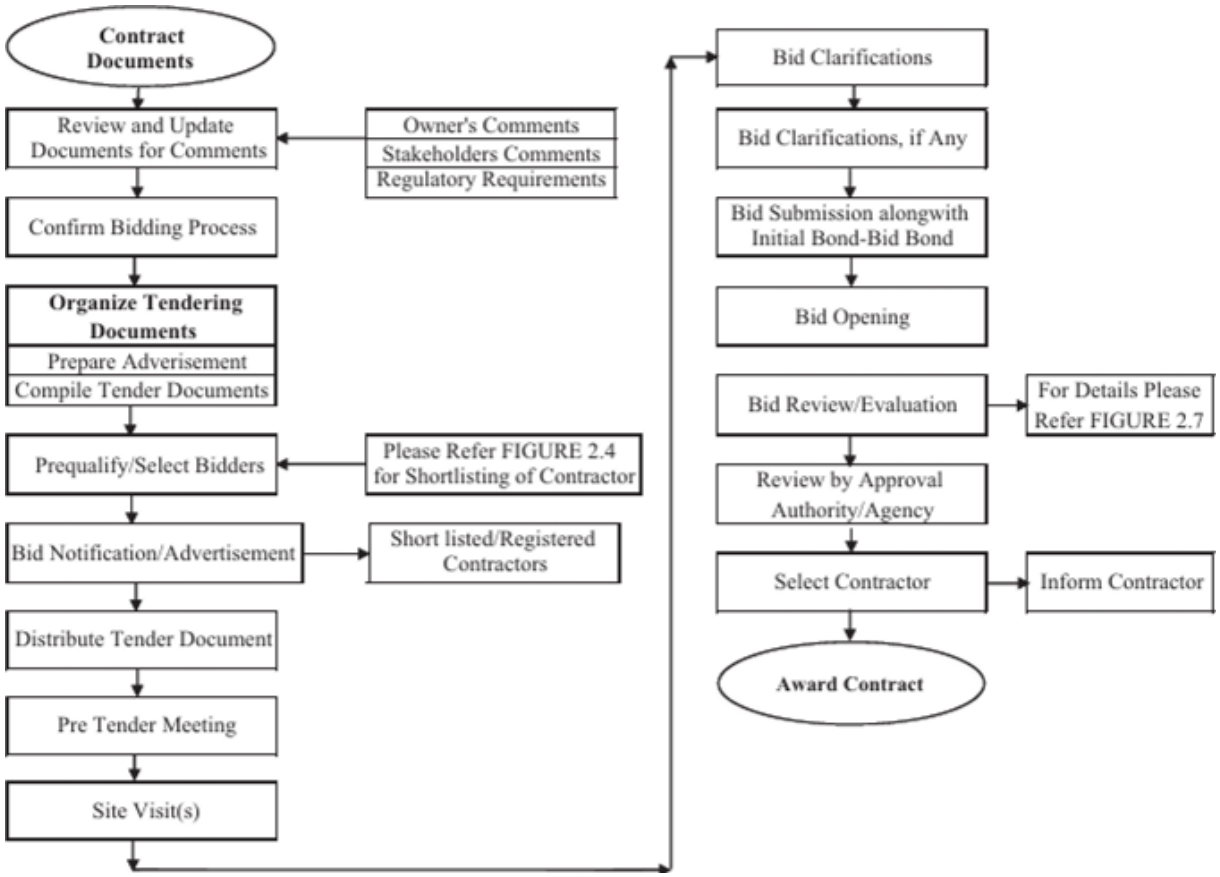


Figure 11 : Open Tender Methods Process

3.7.4 ZTT prepares tender reports for construction projects

A tender report includes an overview of the previous tendering procedures, a breakdown of each submission, and a summary of any further discussions. The ZTT business development team typically prepares it with input from the design team and careful inspection of the estimated value of each offer. The finest value for money option is clearly recommended in the report's conclusion. Any effects on the project or adjustments to the position from what the client was informed during the pre-tender should be explicitly stated if they arise from the tender process. I oversee all the work related to the tender report may contain the following:

- The history of the agreement.
- The extent of the agreement.
- Pre-qualification standards.

- Evaluation criteria for the tender.
- The rationale behind rejecting unsuccessful tenders.
- Justifications for the suggestion.
- A synopsis of any discussions held after the tender.
- Comparing the estimate from the pre-tender.
- What effects it might have on the project.

3.7.5 ZTT Tender Records for Projects

The business development team at ZTT creates a bid submission in response to a tender invitation. In addition, I oversee the team's financial proposal for the job. Tendering, in general, refers to the contractors needed to finish building projects; as opposed to the selection process advisory services this is often called an appointment. The business development team drafts bids for various contracts, including those involving equipment. Supplies, the primary building contract (which includes the contractor's design), demolition, and enabling works, etc. The tender documentation should ideally be divided into several bundles. This facilitates the tender's ability to determine a reasonable price. It matters time this is carried out to guarantee that the interfaces connecting packages are accurately and visibly identified assigned to a certain product or packages. To make evaluating the submitted tenders simple, Reassembling the cost plan, or pre-tender estimate, package by package is also necessary. Finally, we put the entire bid together in the following order:

- Letter of Bid invitation.
- The Tender Stranded format.
- Initials including Site Investigation data and management plan for the location (If necessary).
- The nature of the agreement, its terms, and any modifications. One example of this could be a model.
- A pricing document for a tender (or, for design and build projects, a contract sum analysis).
- Information needed for BIM from the employer.

- Bid Qualification Criteria PCC.
- Granted Technical Particular.
- Design schematics.
- Technical Specification.

3.8 Project Management of ZTT

The application of knowledge, abilities, instruments, and protocols to the planning and administration of a project is known as project management to guarantee that the project's products or services are completed with the necessary quality, on schedule, or earlier, is known as project management. Every job that ZTT completes that generates income is bundled into distinct units. Every unit is referred to as a "project" and is unique from ZTT's other business endeavors in a number of ways. Projects are transient in nature, with definite beginning and ending dates, clients, and management teams of their own. Every project has its own project number, is administered as an independent entity, and has its own technical and financial reporting specifications.

Figure 12 Project Management

Every job that ZTT completes that generates income is bundled into distinct units. Every unit is referred to as a "project" and has characteristics that set it apart from the other business endeavors of ZTT.

Projects are transient in nature, with definite beginning and ending dates as well as a client as well as its own executive group. Every project is overseen independently; with each having its own has its own specifications for technical and financial reporting, as well as a project number. A project manager oversees each one of the projects. A person is designated by ZTT as the Project Manager bears daily accountability for the technical Specification and Accountability performance of the project and is the principal accountable party for the project's quality. A Project Board provides assistance to the Project Manager, Regional Manager, Project Director and Manager as shown below:

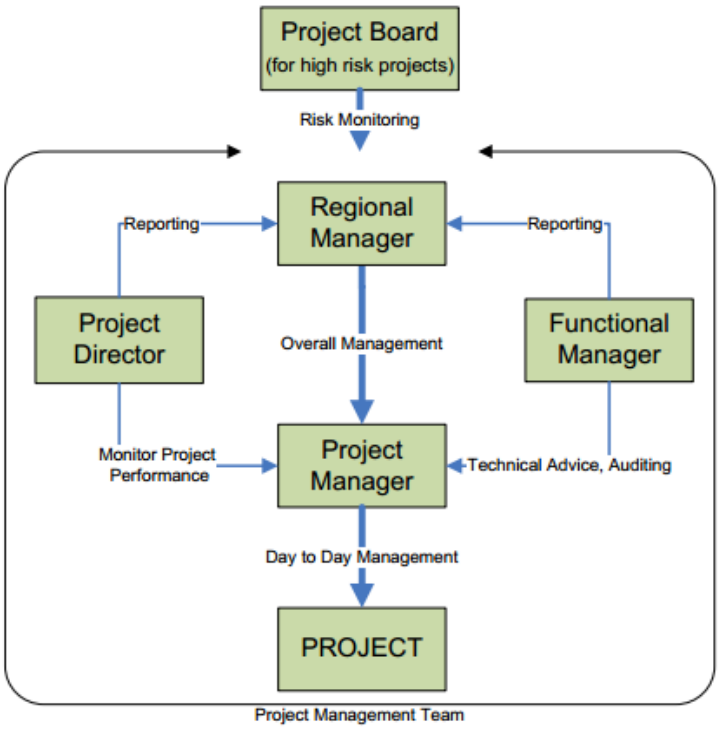


Figure 13 Project Management Team

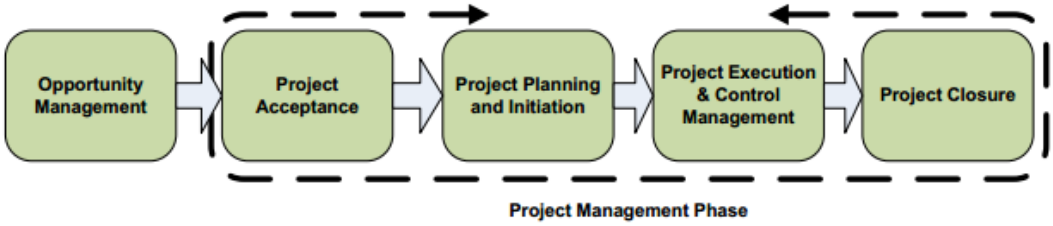


Figure 14 Project Management Phase

3.8.1 Project Acceptance

Post planning Stockholders notifies ZTT that it is ready to as contract, the project is executed. Consequently, the Opportunity Manager and Regional Manager take the following actions, which are outlined below:

- Verifying the availability of employees, subcontractors, and sub consultants.
- Verifying insurance coverage.
- Verifying that the terms and conditions of the contract are acceptable before starting the work.
- Verifying with the person with the authority to carry out the contract's execution how the work offer or contract will be evaluated and carried out.
- Carrying out the contract.
- Designating the Project Director and PM.

3.8.2 Project Planning and Initiation

The project moves into the planning stage after a proposal is accepted and a contract is signed between the client and ZTT. Early on in this stage, there is the project manager will be assigned to the task. The PM's responsibilities related to this phase must be handled by the Regional Manager until such time as this happens. The following are the necessary steps that need to be taken:

- Make plans for personnel to be assigned to the project.
- Principal project personnel examine contract documentation to gain a comprehensive

understanding of the project prerequisites.

- The creation of a project Mobilization Schedule.
- Creation of the Project Data Sheet (PDS)
- Creation of the Project Management Plan(PMP)
- Project management within a business management system.

3.8.3 Project Management and Implementation

Managing the completion of every project job and activity is part of this phase. In the course of carrying out the duties and activities, several management procedures are carried out to keep an eye on and manage the deliverables that the project produces. These procedures are created and implemented throughout the execution phase of the project management plan. The procedures fall into eight categories of management: scope, time, cost, and people resources, procurement, risk, quality, and communications to guarantee the production of a high-quality product supplied at or below the desired budget, and on or ahead of schedule. After every single one of the phases is finished once deliverables are created and approved by the client. The project can now be closed.

In order for the client to accept each deliverable at this step, it must be physically produced. The specific tasks performed to generate every deliverable will change based on the nature of the project. Deliverables can be created or developed in two ways: "waterfall" (each task is completed sequentially until the deliverable is completed) or "iterative" (each deliverable is constructed iteratively until it satisfies the client's requirements). Whichever approach is taken, stringent oversight and efficient control mechanisms must be implemented to guarantee that the end product's quality satisfies the client's acceptance requirements.

3.8.4 Project Closure

After the client accepts the final project deliverable, project closure begins. It include transferring project documentation, firing suppliers, agreements, releasing project materials and informing all parties that the project is closed. The final last action is to conduct a post

implementation review in order to determine the overall effectiveness of the project and enumerate any knowledge gained for upcoming initiatives.

3.9.1 Conclusion

Bangladesh is working to fulfill the Millennium Development Goals, and building infrastructure is essential to that effort. To reach the pinnacle of infrastructure development planning and implementation, services are necessary. As a necessary component of any development efforts, consultants offer their technical experience to enhance the development works. Infrastructure development includes business development, profit, resource usage, and other aspects that benefit the customer or client through analysis, design, and execution of a project. As such, planning plays a multifarious role in projects and is typically involved from the project's beginning to the end. Each project is distinct and varied, and each one requires the entire the focus, expertise, and enthusiasm of its project team every project needs an experienced leader to see it through, especially consultants. Therefore, the firm needs a disciplined and consistent Project Management System in order to successfully complete the projects. The implementation of a project management system is necessary to achieve the desired level of work quality and team efficacy. Owing to the development sector's explosive growth, services must provide excellent performance and high-quality work in order to meet project objectives and client satisfaction.

3.9.2 Recommendation

- Undertake comprehensive research on the unique requirements of Bangladesh concerning electricity transmission, renewable energy, and telecommunications. Determine the holes in the current system and design solutions to fill them.
- In order to be in line with national infrastructure development objectives, such the Digital Bangladesh program, communicate with the government of Bangladesh and other pertinent authorities.
- Bangladesh has potential for wind and solar energy in particular. ZTT might offer the

infrastructure and cables required for wind energy and solar farm projects.

- To manage the regulatory environment, improve market penetration, and take advantage of local experience, form strategic alliances or joint ventures with local businesses.
- Establishing production or assembly plants in Bangladesh can save expenses, provide employment, and show a sustained commitment to the market.
- Invest in local engineers and technicians training programs to guarantee ZTT products are installed, maintained, and operated with excellence.
- Create a solid after-sales support system to foster confidence and guarantee client happiness.
- Create a strong supply chain network to guarantee prompt product delivery and reduce interruptions.

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