



BANGLADESH-CHINA POWER COMPANY LIMITED

(A Joint Venture of CMC and NWPGL)

UTC Building (Level # 5), 8 Panthapath, Kawran Bazar, Dhaka-1215, Bangladesh
Phone No. 9143908, 9140757, Web: www.bcpcl.org.bd, E-mail: info@bcpcl.org.bd

REQUEST FOR QUOTATION FOR

**Engagement of VAT & Tax Consultant for A&F Department of
BCPCL Corporate Office**

BANGLADESH-CHINA POWER COMPANY LIMITED

(A Joint Venture of CMC and NWPGL)

**UTC Building (Level-05), 8 Panthapath,
Kawran Bazar, Dhaka-1215, Bangladesh**

Issued Ref.: BCPCL/Procurement/RFQ/2025-26/1023.03

Issued On: October 23,2025

Submission Deadline: November 02,2025 (before 12:00PM)





BANGLADESH-CHINA POWER COMPANY LIMITED

(A Joint Venture of CMC and NWPGL)

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To

1. Bangladesh-China Power Company Limited has been allocated funds and intends to apply a portion of the funds to eligible payments under the Contract for which this Quotation Document is issued.
2. Detailed Specifications for the intended Works and physical services are available in the office of the Procuring Entity for inspection by the potential Quotationers during office hours on all working days.
3. Quotation is being requested on Unit-Rate/Lump-sum basis.
4. Quotation shall be completed properly, duly signed-dated each page by the authorized signatory and submitted by the date to the office as specified in Para 6 below.
5. No Securities such as Quotation Security (i.e. the traditionally termed Earnest Money, Tender Security) and Performance Security shall be required for submission of the Quotation and execution of the Works (if awarded) respectively.
6. Quotation in a sealed envelope or by fax or through electronic mail to be submitted on or before 12:00 PM on November 02, 2025. The envelope containing the Quotation must be clearly marked "**Engagement of VAT & Tax Consultant for A&F Department of BCPCL Corporate Office**" and "**DO NOT OPEN before 12:30 P.M. on November 02, 2025**". Quotations received later than the time specified herein shall not be accepted.
7. Quotations received by fax or through electronic mail shall be sealed-enveloped by the Procuring Entity duly marked as stated in Para 6 above and, all Quotations thus received shall be sent to the Evaluation Committee for evaluation, without opening, by the same date of closing the Quotation.
8. The Procuring Entity may extend the deadline for submission of Quotations on justifiably acceptable grounds duly recorded subject to threshold of ten (10) days.
9. Quotation shall be submitted as per Bill of Quantities of Intellectual services.
10. All Quotations must be valid for a period of at least 60 (Sixty) days from the closing date of the Quotation.
11. No public opening of Quotations received by the closing date shall be held.
12. Quotationer's rates or prices shall be inclusive of profit and overhead and, all kinds of taxes, duties, fees, levies, and other charges to be paid under the Applicable Law, if the Contract is awarded.



13. Rates shall be quoted and, subsequent payments under this Contract shall be made in BDT. The price offered by the Quotationer, if accepted shall remain fixed for the duration of the Contract.
14. *Quotationer shall have legal capacity to enter into Contract. Quotationer, in support of its qualification shall be required to submit certified photocopies of latest documents related to **updated valid Trade License, Tax Identification Number (TIN) and VAT Registration Number** without which the Quotation may be considered non-responsive.*
15. *(Quotationer shall submit documentary evidence of all the qualifications requirement mentioned in ToR)*
16. Quotations shall be evaluated based on information and documents submitted with the Quotations, by the Evaluation Committee and, at least three (3) responsive Quotations will be required to determine the lowest evaluated responsive Quotations for award of the Contract.
17. In case of anomalies between unit rates or prices and the total amount quoted, the unit rates or prices shall prevail. In case of discrepancy between words and figures the former will govern. In case of quotation submitted on Lump-sum basis, if anomalies found between figures and words, the words will prevail. Quotationer shall remain bound to accept the arithmetic corrections made by the Evaluation Committee.
18. The consultancy services shall be completed as per the indicative outline mentioned in the terms of reference (ToR) of contract agreement between the parties.
19. Letter inviting the successful Quotationer to sign the Contract shall be issued within 07 days of receipt of approval from the Approving Authority. The Contract shall have to be signed within 03 days of issuing such Letter of Invitation.
20. The Procuring Entity reserves the right to reject all the Quotations or annul the procurement proceedings.

S. Rashed
23/10/25

S. Rashed
Rashed Morshed
Superintending Engineer (Procurement)
Bangladesh-China Power Company Limited
UTC Building (Level-05), 8 Panthapath, Kawran Bazar,
Dhaka-1215, Bangladesh.
e-mail: fahim2252@bcpcl.org.bd

Distribution:

1. Notice Board.
2. Office File.



Quotation Submission Letter

Issued Ref.: BCPCL/Procurement/RFQ/2025-26/1023.03

Issued On: October 23,2025

Superintending Engineer (Procurement)

Bangladesh-China Power Company Limited

UTC Building (Level-05), 8 Panthapath, Kawran Bazar,
Dhaka-1215, Bangladesh.

I/We, the undersigned, offer to execute in conformity with the Conditions of Contract for execution of the Works and physical services named **Engagement of VAT & Tax Consultant for A&F Department of BCPCL Corporate Office.**

The total Price of my/our Quotation is BDT

In Words:

My/Our Quotation shall remain valid for the period stated in the RFQ Document and it shall remain binding upon us and, may be accepted at any time prior to the expiration of its validity period.

I/We declare that I/we have the legal capacity to enter into a contract with you, and have not been declared ineligible by the Government of Bangladesh on charges of engaging in corrupt, fraudulent, collusive or coercive practices. Furthermore, I/we am/are aware of the Conditions of Contract and pledge not to indulge in such practices in competing for or in executing the works.

I/We am/are not submitting more than one Quotation in this RFQ process in my/our own name or other name or in different names. I/We understand that your written invitation to sign the Contract shall become binding upon us, until a formal Contract is signed.

I/We have examined and have no reservations to the RFQ Document issued by you on **October 23,2025.**

I/We understand that you reserve the right to reject all the Quotations or annul the procurement proceedings without incurring any liability to me/us.

Signature of Quotationer with Seal

Date:



Bill of Quantities

Sl. No.	Procurement Name	Purpose of Procurement	Unit	Qty	Unit Price Including VAT & IT	Total Price Including VAT & IT
1	Procurement of VAT-TAX consultant for next 2 years starting from contract date	Professional services for monthly VAT returns, quarterly withholding tax returns, compliance, record keeping, and communication with NBR offices.	Year (Complete in all respect for each Year)	2		
2	Annual Income tax return filing and Assessment at the Deputy Commissioner of Taxes (DCT) level	Income tax return filing and assessment at the DCT level for each year.	Year (Complete in all respect for each Year)	2		
3	Procurement of VAT-TAX consultant for 2 years (FY2024-2025 & FY2025-2026)	Professional taxation consultancy services over 3 fiscal years.	Year (Complete in all respect for each Year)	2		
4	Taxation services at the level of the Commissioner of Taxes (Appeals)	Taxation services at the level of the Commissioner of Taxes (Appeals).	Year (Complete in all respect for each Year)	2		
5	Taxation service at the level of the Tribunal (2nd Appeal)	Taxation service at the level of the Tribunal (2nd Appeal).	Year (Complete in all respect for each Year)	2		
Total Price Including VAT & IT						

Total Price (in words)	
Works to be executed in & Mode of Transport	<i>The above-mentioned services need to be performed in the following address: BCPCL Corporate Office located at UTC building, 5th floor, 8 Panthapath, Kawranbazar, Dhaka-1215. Consultant will use their own logistics for this support.</i>

[.....] number corrections made by me/us have been duly initialed in this BoQ.

Signature of the Quotationer with Seal	Date:
Name of the Quotationer	

Note:

- Col. 1, 2, 3 & 4 to be filled in by the Procuring Entity and Col. 5, & 6 by the Quotationer.
- Rates or Prices shall include profit and overhead and, all kinds of taxes, duties, fees, levies, and other charges earlier paid or to be paid under the Applicable Law, if the Contract is awarded; including transportation, insurance etc. Whatsoever up to the point of delivery of Goods and related services in all respects to the satisfaction of the Procuring Entity.



Invitation for signing Contract

Issued Ref.: BCPCL/Procurement/RFQ/2025-26/1023.03

Issued On: October 23, 2025

Name Address of the Consultant

This is to notify you that your **Quotation** dated **November, 2025** for the execution of the Works and physical services named **Engagement of VAT & Tax Consultant for A&F Department of BCPCL Corporate Office** for the Contract Price of BDT only including VAT & IT as corrected, has been approved by the competent authority.

You are thus requested to attend the office of the undersigned to sign the Contract within 3 (three) days of issuing this Letter of Invitation; but in no case later than **November, 2025**.

You may proceed with the execution of the Works only upon signing the Contract. You may also please note that this invitation shall constitute the formation of this Contract which shall become binding upon you.

We attach the draft Contract and all other documents for your perusal.

(Rashed Morshed)
Superintending Engineer
Bangladesh-China Power Company Limited
Level# 05, UTC Building, 8 Panthapath, Kawran Bazar,
Dhaka-1215.



Contract Agreement

THIS AGREEMENT made on this [insert day] day of [insert month and year] between [name and address of Procuring Entity] (hereinafter called “the Procuring Entity”) of the one part and [name and address of Consultant] (hereinafter called “the Consultant”) of the other part:

WHEREAS the Procuring Entity invited Quotation for certain Intellectual services named **Engagement of VAT & Tax Consultant for A&F Department of BCPCL Corporate Office** and has accepted the Quotation submitted by the Quotationer for the execution of those services in the sum of Taka [insert Contract price in figures and in words] (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSED AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the General Conditions of Contract hereinafter referred to.
2. The documents forming the Contract shall be interpreted in the following order of priority:
 - (a) the signed Contract Agreement
 - (b) the Letter of Invitation
 - (c) the Conditions of Contract
 - (d) the Terms of Reference (ToR)
 - (e) the Design and Drawings
 - (f) the priced Bill of Quantities
 - (g) any other document listed anywhere in the Contract.
3. In consideration of the payments to be made by the Procuring Entity to the Consultant as hereinafter mentioned, the Consultant hereby covenants with the Procuring Entity to execute and complete the works and to remedy any defects therein in conformity in all respects with the provisions of the Contract.
4. The Procuring Entity hereby covenants to pay the Consultant in consideration of the execution and completion of the works and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Bangladesh on the day, month and year first written above.

For the Purchaser

For the Consultant

Signature

Name

Designation

In the presence of

Name



**Conditions of Contract
for
Engagement of VAT & Tax Consultant for A&F Department of BCPCL
Corporate Office**

1. Conditions of Contract contained herein shall be binding upon both the contracting parties for the purpose of administration and management of this Contract.
2. Implementation and interpretation of these Conditions of Contract shall, in general, be under the Rules & Regulations of BCPCL.
3. The Firm shall have to commence the Service within 07(seven) days of signing of the Contract Agreement.
4. The Firm shall immediately submit to the Procuring Entity a Programme of service showing the timing for all the activities and components of Service.
5. The Firm shall be entitled to an extension of the service schedule if the Procuring Entity delays in receiving the services or if Force Majeure situation occurs or for any other reasons acceptable to the Procuring Entity on justifiable grounds duly recorded.
6. The Procuring Entity shall check and verify the service executed by the Firm and notify the Firm of any Defects found.
7. Notwithstanding any testing and examination, the Procuring Entity by visual inspection or field tests may instruct the Firm to:
 - a. remove and replace any service or part thereof which is not in accordance with the Contract,
 - b. remove and re-execute any other service or part thereof which is not in accordance with the Contract, and
 - c. execute any service which is urgently required for the safety of the service.
8. The Firm shall be entirely responsible for payment of all taxes, duties, fees, and such other levies under the Applicable Law.
9. Notwithstanding any other practice, the payment shall be based on the actual delivery of services in accordance with the BoQ, **ToR (Mode of Payment)** and T's and C's.
10. The Firm's rates or prices shall be inclusive of profit and overhead and, all kinds of taxes, duties, fees, levies, and other charges to be paid under the Applicable Law.
11. The total Contract Price is **BDT [insert amount both in number and words] only**.
12. No works under Extra Work Orders shall be permissible and, works under Variation Orders (except in case of Lump-sum basis) shall under no circumstances exceed fifty (50) percent of the Contract Price subject to threshold specified in the Procurement Procedures and Delegation of Financial Power-2019 of Bangladesh China Power Company Limited.
13. The Procuring Entity contracting shall amend the Contract incorporating required approved changes subsequently introduced to the original Conditions of Contract in line with Rules, where necessary.
14. The Firm shall apply by notice to the Procuring Entity for issuing a Completion Certificate of the Service, and the Procuring Entity shall do so upon deciding that the work is completed.
15. The Procuring Entity shall, within 07 (Seven) working days after receiving the Firm's application:
 - a) issue the Completion Certificate to the Firm stating that the Services were completed in accordance with the Contract, or
 - b) reject the application, giving reasons and specifying the works required to be done/redone by the Firm to enable issuance of the Completion Certificate.
16. The Firm shall keep the Procurement Entity harmless and indemnify from any claim, loss of property or life to himself/herself, his/her workmen or staff, any staff of the Procurement Entity or any third



party while executing the work. Any claim arising out of execution of the works shall be settled by the Firm at his/her own cost and responsibility.

17. Loss or damage to the Works or Materials to be incorporated in the Works between the Start Date and the end of the Defects Liability Period shall be remedied by the Firm at the Firm's own cost, if the loss or damage arises from the Firm's acts or omissions.
18. The Consultant shall make reasonable provisions for the occupational safety and health of himself/herself, his/her workmen or staff, any staff of the Procurement Entity or any third party while delivering the physical services.
19. The Procuring Entity may, by written Notice sent to the Firm, terminate the Contract in whole or in part at any time, if the Firm:
 - a) fails to sign the Contract or commence the Service within the specified time.
 - b) fails to achieve satisfactory progress of Service in accordance with the Programme of Service.
 - c) fails to complete the services as per Terms of References.
 - d) after receipt of a written notice from the Procuring Entity does not remedy its failure within the time period specified therein.
 - e) in the judgement of the Procuring Entity, has engaged in any corrupt, fraudulent, collusive or coercive practices in competing for or in executing the service.
 - f) fails to perform any other obligation(s) under the Contract.
20. The Procuring Entity and the Firm shall use their best efforts to settle amicably all possible disputes arising out of or in connection with this Contract or its interpretation.



Terms of Reference (ToR)

for

Engagement of VAT & Tax Consultant for A&F Department of BCPCL Corporate Office

A. Background and General Description

Bangladesh-China Power Company Ltd. (BCPCL) is a Joint Venture of North-West Power Generation Company Limited (NWPGL) and China National Machinery Import & Export Corporation (CMC). BCPCL has implemented Payra 1320 MW Thermal Power Plant (Phase-I). The Company has already achieved the Initial Operation Date (IOD) for Unit-1(660 MW) of 1st Phase (2X660 MW) on 15th May, 2020 and Commercial Operation Date (COD) on 08 December 2020. With the completion of Payra 1320MW Thermal Power Plant Project, Bangladesh has been credited with the 13th Ultra Supercritical Technology using member-country of the world. Apart from these, Payra 1320 MW Thermal Power Plant Project (Phase-II) & Payra-Gopalganj-Aminbazar 400kV Double Circuit Transmission Line (2nd Phase) are under implementation stage.

The appointment of Tax and VAT Consultants for Bangladesh-China Power Company Ltd. (BCPCL) is crucial to ensure full compliance with the prevailing tax and value-added tax laws of Bangladesh. As a large power generation company engaged in complex financial transactions involving both local and international entities, BCPCL requires expert guidance to properly manage its tax planning, filing, and reporting obligations. Professional consultants help the Company interpret and implement frequent changes in tax regulations, minimize financial risks, and avoid potential penalties arising from non-compliance. They also provide strategic advice on optimizing tax efficiency, preparing documentation for audits, and representing the Company before relevant authorities. Overall, the appointment of qualified Tax and VAT Consultants strengthens BCPCL's financial governance and supports transparent and lawful business operations.

B. Objectives of the Tax & VAT services:

1. To ensure that BCPCL fully complies with all applicable laws, rules, and regulations related to income tax and value-added tax as prescribed by the National Board of Revenue (NBR).
2. To assist in the accurate preparation and timely submission of all tax returns, VAT returns, withholding tax statements, and other statutory reports to the concerned authorities.
3. To provide professional advice on tax planning, VAT structuring, and financial transactions to minimize tax liabilities in a lawful and efficient manner.
4. To represent BCPCL before the tax and VAT authorities for assessments, audits, hearings, and other regulatory matters.
5. To guide and support the Company in maintaining proper documentation, records, and accounts in accordance with tax and VAT regulations.
6. To identify potential tax and VAT-related risks and recommend appropriate corrective measures to avoid financial penalties or legal consequences.
7. To support internal staff by providing proactive guidance on tax and VAT compliance procedures and changes in relevant laws.
8. To contribute to the overall financial strategy of BCPCL by ensuring tax efficiency and enhancing the Company's financial integrity, transparency and compliance.

C. Scope of the Services of the consultant (Duties and Responsibilities)

The VAT & Tax services for BCPCL typically include, but not limited to, the following:

FA Rm 7



VAT services:

1. To ensure the preparation of monthly return statement and submit it to VAT office as per rules within deadline.
2. To ensure taking rebate, if applicable, as per VAT rules and properly & maintain all documents of customs & VAT related activities.
3. To attend any VAT related quarries, Audit from Government VAT Authority and communicate with them for settling any objection from initial stage after discussion with BCPCL corporate office.
4. Submit any VAT or Tax Re-fund claim and follow-up the procedure.
5. Collect all relevant documents from BCPCL Corporate office time to time for the necessary assignment.
6. Any other tasks related to VAT compliance on call basis.

Tax services:

1. Professional services for quarterly withholding Tax returns, other relevant TAX returns and compliance over the year,
2. Communicate NBR offices for any TAX related issues on behalf of BCPCL.
3. Provide innovative Tax planning.
4. Half yearly WHT Return.
5. Salary Returns.
6. Advance Income Tax Submission.
7. Annual Income tax return filing and Assessment at the Deputy Commissioner of Taxes (DCT) level
8. Income tax return filing and Assessment at the Deputy Commissioner of Taxes (DCT) level If the file is selected for income tax audit.
9. Taxation services at the level of the Commissioner of Taxes (Appeals)
10. Taxation service at the level of the Tribunal (2nd Appeal)
11. Collect all relevant documents from BCPCL Corporate office time to time for the necessary assignment.
12. Any other tasks related to Income Tax compliance on call basis.

D. Expected Output & Deliverables:

The Consultant shall deliver the following:

Income Tax Deliverables (Pertaining to Income Tax Act, 2023)

1. **Tax Return Preparation and Filing:**
 - o Preparation and submission of Personal Income Tax Returns (for individuals) and Corporate Tax Returns (for companies) as per the new sections and schedules of the Income Tax Act, 2023
2. **Tax Planning and Advisory:**
 - o Advising on legal ways to minimize tax liabilities through strategic planning, considering allowances, rebates on investment, and exemptions provided under the Act.
3. **Tax Compliance:**
 - o Guidance and assistance with Tax Deduction at Source (TDS) and Tax Collection at Source (TCS) compliance, including the filing of the required withholding tax

[Handwritten signatures and initials]



returns/statements (e.g., Section 142 - General provisions for deduction or collection of tax at source).

- Assisting in obtaining and managing the Taxpayer's Identification Number (TIN).
- Ensuring compliance with new provisions like the mandatory submission of a Valuation Report for non-listed share transfers (if applicable).

4. Tax Audit and Dispute Resolution:

- Representing clients during Income Tax Audits and assessments by the tax authority (NBR).
- Assistance with filing Appeals and other dispute resolution mechanisms.

5. General Advisory:

- Interpretation and guidance on the various provisions, rates, and changes introduced by the Income Tax Act, 2023.

6. SRO requirements:

- Renewal of existing SRO's related to BCPCL and pursuing new if new opportunity arises by laws and regulations.

VAT Deliverables (Pertaining to VAT and SD Act, 2012)

1. VAT Return Filing:

- Preparation and submission of monthly return statement and submit it to VAT office as per rules within deadline.

2. VAT Calculation and Recording:

- Advising on the correct calculation of payable VAT, including managing Input Tax Credit and ensuring the proper issuance and taking of VAT Invoices.
- Proactive Guidance on the applicable VAT rates and newly applied rules.

3. Withholding VAT (VDS):

- Advising clients who are Withholding Entities on the correct deduction and deposit of VAT at source.

4. Audit and Dispute Resolution:

- Representing BCPCL during VAT quarries, Audits by the Customs, Excise and VAT Department and assisting with appeals.

5. Supplementary Duty (SD) Compliance:

- Guidance on the applicability and compliance related to Supplementary Duty, where necessary.

6. SRO requirements:

- Renewal of existing SRO's related to BCPCL and pursuing new if new opportunity arises by laws and regulations.

E. Support to be provided by the Client.

Bangladesh-China Power Company Ltd. will provide access to all information and location to the service provider for all activities. The corporate management representative of Bangladesh-China Power Company Ltd. to be the main focal point of the service provider for planning, communication, and other issues in connection of execution of the assignment.

Handwritten signatures and initials.



Please note that, BCPCL will not provide any support with regard to any transport, office space, accommodation.

F. Qualification requirements

1. Minimum general experience of the firm shall be a minimum of 10 years
2. Engagement Partner shall have experience for a minimum of 08 years.
3. Engagement manager for the assignment shall have experience for a minimum of 5 years
4. The firm shall have specific experience of performing TAX-VAT consultancy for a minimum of 3 different contracts/engagements.
5. The firm shall have experience of facing appellate tribunal of Tax on behalf of client for a minimum of 3 nos different contracts/assignments/engagements.

G. Mode of Payment:

Payments shall be made in line with agreed-on outputs according to the following schedule:

Full payment of the service as per segment shall be paid after completion of the assignment within One month from the date of invoice submitted.

- I. After successful regular VAT-TAX services quarterly invoices will be raised and paid.
- II. For successful annual Income Tax filing and Assessment at the Deputy Commissioner of Taxes (DCT) level, single payment will be made for each year.
- III. For successful Income tax return filing and Assessment at the Deputy Commissioner of Taxes (DCT) level If the file is selected for income *tax audit*, single payment will be made for each year.
- IV. For successful Taxation services at the level of the Commissioner of Taxes (Appeals) single payment will be made for each year.
- V. For successful Taxation service at the level of the Tribunal (2nd Appeal), single payment will be made for each year.

H. Tax, VAT & Other requirements:

- a. Value Added Tax will be imposed on the invoice according to the Bangladesh Government rules and regulations.
- b. TDS (Tax Deduction at Sources) will be imposed on the invoice according to the Bangladesh Government rules and regulations.

I. Duration of the Assignment

The total duration of the assignment will be for 2 years (FY2024-2025 & FY 2025-2026) from the date of signing of the contract.

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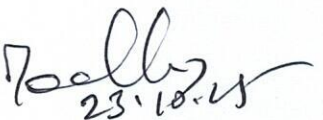


J. Ownership of Data, Documents, and Equipment

- BCPCL shall be the owner of all the data collected, data sets, reports, documents, etc. prepared by the consultant under the assignment.
- All documents, reports and information from this assignment will be regarded as BCPCL's property, so the mentioned outputs or part of it cannot be sold or used in any case without the prior permission of BCPCL.
- The consultant shall maintain confidentiality strictly and shall not disclose any information to any other party unless advised by BCPCL.


23/10/25
Md Fahim Abdullah
Sub-Divisional Engineer (Procurement)
Bangladesh-China Power Company Ltd.
(A Joint Venture of CMC & NWPGL)


23/10/25
Fazle Rabbi
Manager (A & F)
Bangladesh-China Power Company Ltd.
(A Joint Venture of CMC & NWPGL)


23.10.25
Md. Moallam Hossain
General Manager (A & F)
Bangladesh-China Power Company Ltd.
(A Joint Venture of CMC & NWPGL)



