

NDP



TRAINING CENTER

WE ARE COMMITTED TOWARDS BETTER SERVICE



National Development Programme-NDP

NDP Bhaban, Bagbari, Shahidnagar, Kamarkhanda, Sirajganj-6703

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Introduction

National Development Programme-NDP is a non-governmental voluntary development organization. The initiative for establishing a modern training center with dormitory facilities have been taken to develop and enhance the capacity of the organization staff and other like-minded organization promoting participatory and sustainable development. Also it will create scope to build up resources for the organization and thus earn sustainability.

Facilities of Training Center

The training center is functioning in a newly built training complex located at Bagbari under Kamarkhanda Upazila of Sirajganj district. It is about 135 KM from the capital city Dhaka towards north-west and 10 KM from the western part (toll plaza) of Bangabandhu Jamuna Bridge by the side(north) of the highway. There is the specialty of charming natural beauty of a rural village with scope to visit Jamuna river side of Sirajganj district town protection embankment at the hard point. The



physical facilities of the training center include a two storied building with 3 rooms for training/workshop purpose, each with a capacity to accommodate 30 persons at a time. There is one conference room having capacity to accommodate 100 persons. Also there are 2 rooms for small group discussion. There are the training equipment's/training aids and visual and audio devices. There is library, having collection of reference books, research materials manuals and development materials. Besides the indoor game facilities and a display center are about to ready.

Dining Facilities

There is a well-furnished dining with capacity of 90 guests and one VIP dining with capacity of 36 guests at a time. The professional cooks and caterer are ready to prepare the Bangladeshi foods and ensure quality service for guests. It is applicable for any special occasion for the participant, single family or individuals.



Accommodation Facilities

There are 38 double-bed rooms having attached bathroom with suitable facilities needs for a wonderful stay. There is the provision of air-conditioning facilities with colored TV, fridge and intercom telephone services in VIP rooms.



Management

It has independent management section, located inside the training center, coordinated by the Manager (HRD&Admin). There are the reception and other office set up to give prompt service to trainee and the agency officials. Besides, there is one Training Center Manager residing in the campus to look after everything.

Who can use the Training Center

A part from using the training center for the organizational need, it will also make available its facilities to other organizations on payment within a reasonable charges. The individuals/single family is also allowed to enjoy the dormitory and other facilities.



Security

- ✦ The security guards are always ready to ensure 24 hours security from any undesired incidences.

Miscellaneous Facilities

- ✦ Computer for the trainer's
- ✦ Telephone
- ✦ Rent a car
- ✦ E-mail
- ✦ Photocopy and binding
- ✦ Emergency health Care

Booking Procedure

- ✦ Booking for training facilities 15 days in advance
- ✦ Booking in written is preferable, otherwise e-mail contact
- ✦ Any cancellation must be done one week before the due date

Training and Conference Room Rent (BDT/per day)

- Training Hall Room (AC): 4,000/-
- Conference Room (AC) : 8,000/-
- Multimedia: 1,000/-
- Sound System: 1,000/-

Accommodation Charge (BDT/per night)

- Non AC: 600/-
- AC (VIP): 1,000/-
- Luxury (AC): 1,200/-
- Deluxe (AC): 1,500/-

Food Rate (BDT)

- ✦ Breakfast: 70/- (Ruti/Parota/Khichuri, Mixed Vegetables/Dal, Egg and Tea)
- ✦ Lunch/Dinner: 190/- (Plane Rice, Chicken/Mutton/Fish, Mixed Vegetables, Lentil Soup)
- ✦ Snacks: 30/- (Singara/Samucha/Biscuit/Cake and Tea)
- ✦ Tea: 10/- (per cup)
- ✦ Coffee: 30/- (per cup)
- ✦ Soft Drinks: 55/- (250 ml can), 30/- (250 ml bottle)
- ✦ Card: 45/- (100 gm)
- ✦ Mineral Water: 15/- (500 ml)
- ✦ *Any special dish can be served in consultation*

Timing for Meal

- ✦ Breakfast: 07:30-08:30
- ✦ Lunch: 12:30-14:30
- ✦ Dinner: 19:30-21:30

Service Charge & Others

- 10% Service Charge on all bills
- 20% Service Charge on food for VIP dining
- VAT As per government rules

For Further Information Please contact

Manager (HRD & Admin), Cell: 01713383107
Training Center Manager, Cell: 01713383106

✦ *Rate can be changed with consultation*