



LEOTECH COMPANY PROFILE

ABOUT COMPANY:

LEOTECH is **ISO Certified** one of the top Bangladeshi Information and Communication Technologies (ICT) service provider and software developer. We provide a complete business solution like Software, Application, Website Design and Development, security and access control device, Networking, Hardware and etc. We design, develop, support and promote software ICT applications using integrated, state-of-the-art technology since 2008.

LEOTECH is an established and strong working environmental software firm in Bangladesh. **LEOTECH** is a strong and experienced company by its experts. Our main key is technology, creativity and honesty. We all put it together for the creation of wonder to surprise the world with new things and innovations. We are very sincere and honest for our work and maintain our time schedule and our team to make a solution of all IT related problems. Our customers are in all sizes company like a start-up to large companies and we provide the same service to all the companies who realize that they need a professional solution to generate revenue streams, established communication channels and streamline business operation.



Company Name	LEOTECH
Office Address:	69/J (3 rd floor), Panthapath, Dhaka-1205
Business Starting Year:	2008
Service Region:	Bangladesh
Project Type:	IT Automation, Datacenter center implementation, ERP solution, HR & Payroll, Advocate Diary, Education ERP, Mobile VAS solution, Call center solution, Bulk SMS
Service Type:	❖ Software Development ❖ Web Design & Development ❖ Apps Development ❖ Business Automation Solution ❖ IT Enable Service (ITES) ❖ Domain & Hosting, Network & Hardware Solution ❖ IT Infrastructure Design and Develop ❖ Security and Surveillance, Automation ❖ IT Consultancy and Professional Training ❖ Mobile VAS ❖ Call center solution ❖ Digital Marketing ❖ E-Commerce ❖ Payment Gateway
Web Address:	www.leotechbd.com
Facebook Page:	facebook.com/leotechsoftwarebd
Location:	Dhaka
Trade License	Yes
BASIS Membership	Yes
TIN Certificate	Yes
VAT Certificate	Yes
ISO	Yes

Mission:

Our Mission is committed to the continuous improvement of its professional service

Vision:

Our Vision is to continually improve the business globally, pioneer state of the art technological solutions.

Our Service:

LEOTECH specializes in providing the following services:

- Software Development
- Web Development
- Mobile Apps Development
- Business Automation
- IT Enable Service (ITES)
- IT Infrastructure Design and Develop
- Security and Surveillance.
- Networking Solution
- Hardware Solution
- IT Consultancy
- Manage Service of any Office.
- Professional Training
- HR and Payroll
- Educational Institution Management System
- Bulk SMS
- Mobile VAS
- Call center solution
- Access control system
- E-Commerce
- Payment Gateway



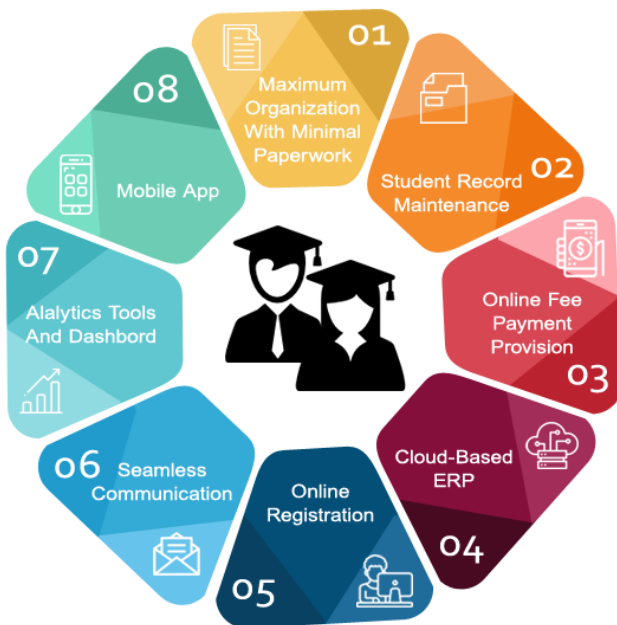
HR & Payroll Solution:

- Configuration
- User Setting
- Career
- Employee Info
- Leave
- Duty Schedule

- Loan
- Promotion
- Retirement
- Punishment
- Tax
- Salary
- KPI
- Document
- Photo Gallery
- Reporting

Education ERP:

- Admission
- Academic
- Exam
- Result
- Student Account
- Core Account
- Purchase
- Inventory
- HRM
- Parent Panel
- Class Schedule
- Student Panel
- Teacher Panel
- SMS Send Option



Garments ERP:

- HR
- Payroll
- Purchase



- Inventory
- HRM
- SMS Send Option
- CRM
- Production
- Attendance
- Accounts



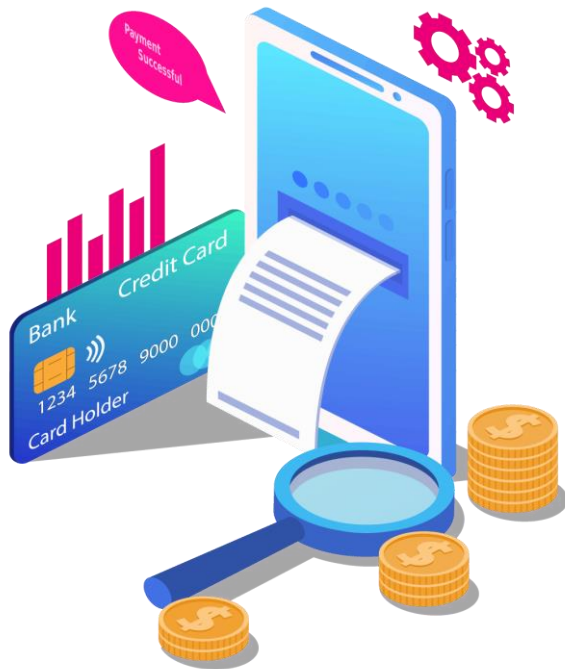
ERP Solutions:

- ❖ Production
- ❖ Management
- ❖ Resources
- ❖ CRM
- ❖ Accounts
- ❖ HR and Payroll
- ❖ Purchase
- ❖ Inventory
- ❖ HRM
- ❖ Parent Panel
- ❖ Payment Gateway
- ❖ Attendance
- ❖ Store

Other Device Support

- IP Camera,
- Attendance Device,
- NVR/DVR,
- POS Machine Set





Payment Gateway

- ❖ Security
- ❖ Easy integration
- ❖ Detailed reporting
- ❖ Invoicing options
- ❖ Multiple payment options
- ❖ Fast processing

Professional Training:

Freelancing, Software Development, Apps Development, Graphics Design, Social Media Marketing, Video Editing, 3D Animation.



Our Core Values:

CUSTOMERS are the beginning and the end of everything we do. We understand their needs, exceed their expectations in ways that are meaningful to them, and enable their success.

PEOPLE are our most important asset. To our customers, our people are our company. We attract the best people and create an environment where they reach their full potential.

EXCELLENCE is our enduring aspiration. We take pride in our work and continuously improve.

WINNING is our ultimate goal. We stretch ourselves, we overcome obstacles, we play fair – and we win.

INNOVATION is our passion. With enthusiasm and creativity, we develop high impact innovations.

Strength of LEOTECH:

- ❖ Flexible Production Schedule
- ❖ Assured Information Security and Confidentiality
- ❖ Cost Effective Outsourcing Destination
- ❖ Global Market Experience
- ❖ Young Energetic Team
- ❖ Very honest and sincere.
- ❖ Good customer service
- ❖ Monitoring and Reporting via In-House Software.
- ❖ Work Based on The Time Line of the Project
- ❖ Provide 24x7 Support Service.
- ❖ Call center Facility for Support or inquiry
- ❖ Well trained and skilled professional with diverse experience

Availability of resources and demonstration:

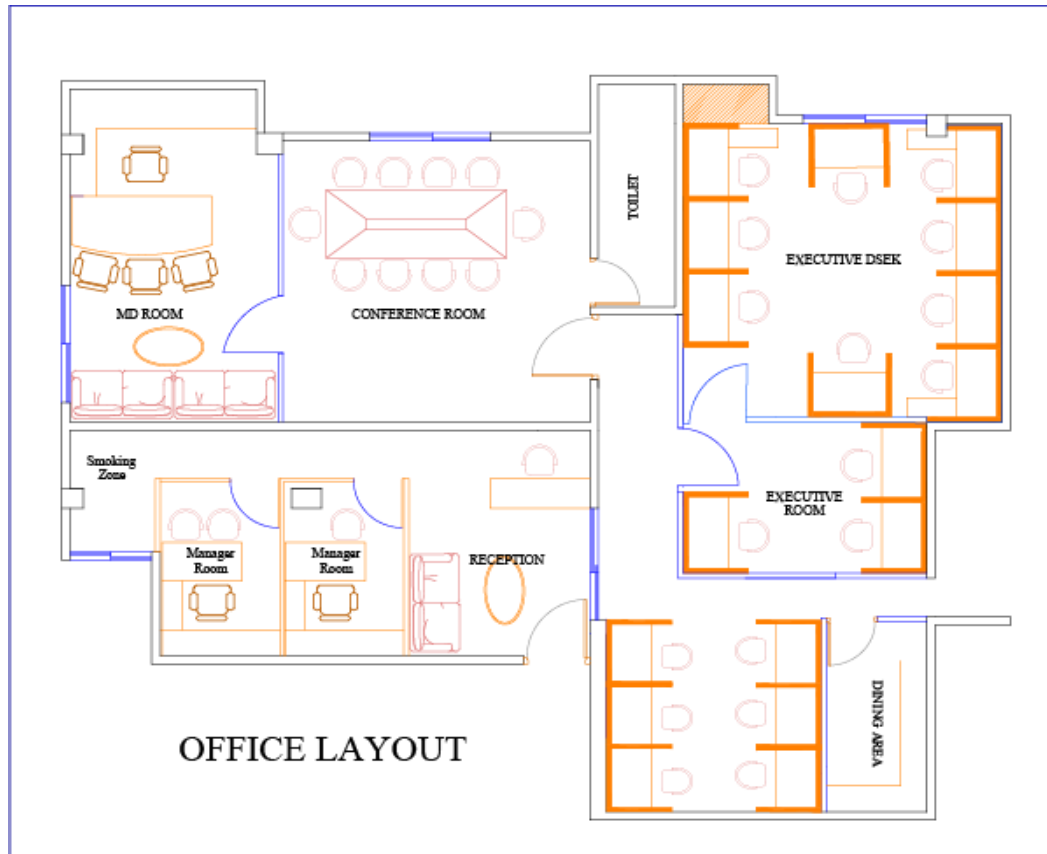
Office Space

LEOTECH has wide office spaces, and other relevant resources for timely implementation/delivery of assigned tasks/contracted services. Situated in a convenient location (Panthapath) of Dhaka City, LEOTECH has a well-furnished and air-conditioned office with space of 4500 sft, which provides a good working environment. In addition to a sufficient number of rooms/spaces for its personnel, has training/workshop/conference halls (total capacity of 60 persons) that are equipped with overhead projectors plus screens, multi-media projector, power-point facilities, documentation camera, television sets, VCD, easel boards, white boards, etc. LEOTECH has adequate storage facilities to keep logistics and materials for many large-scale assignments. It has IT facility equipped with a LAN of 50 personal computers, 25+ laptop, laser printers, color printers and other necessary equipment, is capable of large-scale software development; data processing; database management; print material development and production. It has reliable standby power generation system that works automatically in case of power failure.

Address/Location: House: 69/J, Panthapath, Dhaka-1205, Phone: +88 01730594391, +8801730594394, Email: info@leotechbd.com Web: www.leotechbd.com

Layout of LEOTECH Office and its Facilities

Leotech has its own Training and conference room which is designed to conduct training, meeting, seminar, workshop, learning session, contest, launching event etc. the rooms are equipped with overhead projectors



Office layout: 1

plus, screens, multi-media projector, power-point facilities, documentation camera, television sets, VCD, easel boards and white boards.



Office layout: 2

List of Logistics & Equipment Services:

Infrastructure:

Computers and equipment: List of Hardware

<i>SL.</i>	<i>Item</i>	<i>Quantity</i>
1.	Desktop Computer	50
2.	Laptop	30
3.	Laser Printer	3
4.	Normal Printer	2
5.	Color Printer	2
6.	Line Printer	1
7.	Generator	1
8.	Scanner	3
9.	UPS 1KVA	20
10.	Conference Video Camera	4
11.	Digital Camera	2
12.	Networking Switch	5
13.	IP Telephone Set	10
14.	AC	7
15.	Accessories	5
16.	Projector	3
17.	Head Phone	30

Data Center:

<i>Sl.</i>	<i>Item</i>	<i>Quantity</i>
1.	Server	10
2.	CISCO Router	4
3.	Firewall	2
4.	Network Switch	6
5.	Server Rack	2
6.	Rack Mountable Monitor	1
7.	UPS 10KVA	2
8.	AC	2

9.	Fire Extinguisher	2
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Furniture & Fixture:

<i>Sl.</i>	<i>Item</i>	<i>Quantity</i>
1.	Training Room with Air Condition	2
2.	Cabinet	5
3.	Wooden Center Table	4
4.	Wooden side table	15
5.	Cane Sofa (Double Seated)	5
6.	Wooden Sofa (Single Seated)	5
7.	Wooden Sofa (Double Seated)	3
8.	Ceiling Fan	10
9.	Classroom Chair	16
10.	Computer Chair	30
11.	Computer Table	20
12.	Conference Table (long)	2
13.	Multimedia projector	6

Office Equipment:

<i>Sl.</i>	<i>Item</i>	<i>Quantity</i>
1.	Television	2
2.	Calculator	20
3.	Water Filter	2
4.	Tea Maker	2
5.	Refrigerator	1
6.	Toaster	2
7.	Oven	2

Office Vehicle/Transport:

<i>Sl.</i>	<i>Type of the Vehicle</i>	<i>Quantity</i>
1.	Micro Bus	1
2.	Private Car	3
3.	Motor Cycle	3

Office space

<i>Sl.</i>	<i>Type</i>	<i>Square Feet</i>
1.	Office Space	4500

Availability of Communications Facilities (Phone, Fax, and Internet)

LEOTECH has updated communication and other facilities to cope with the programs need. It has interpersonal telecommunication system within the office to communicate among the staff in addition to internet network.

Administrative Strength and Financial Capability of the Applicant

Administrative Strength

Leotech believe that building robust administrative capacity is important in the delivery of services to the clients. However, administrative capacity requires political will and vision, as well as, shared goals and measurable metrics that optimize performance. It also requires an activist role in investment and training, and industrial and trade policies. The balanced scorecard is a mechanism that LEOTECH uses to facilitate human resources of it, its goal setting and to assess accountability and performance. LEOTECH has been able to establish a strong brand, loyal customer base, a strong balance sheet, unique technology, and so on. For example, a hedge fund may have developed a proprietary trading strategy that returns market-beating results. It must then decide how to use those results to attract new investors.

Financial Capability

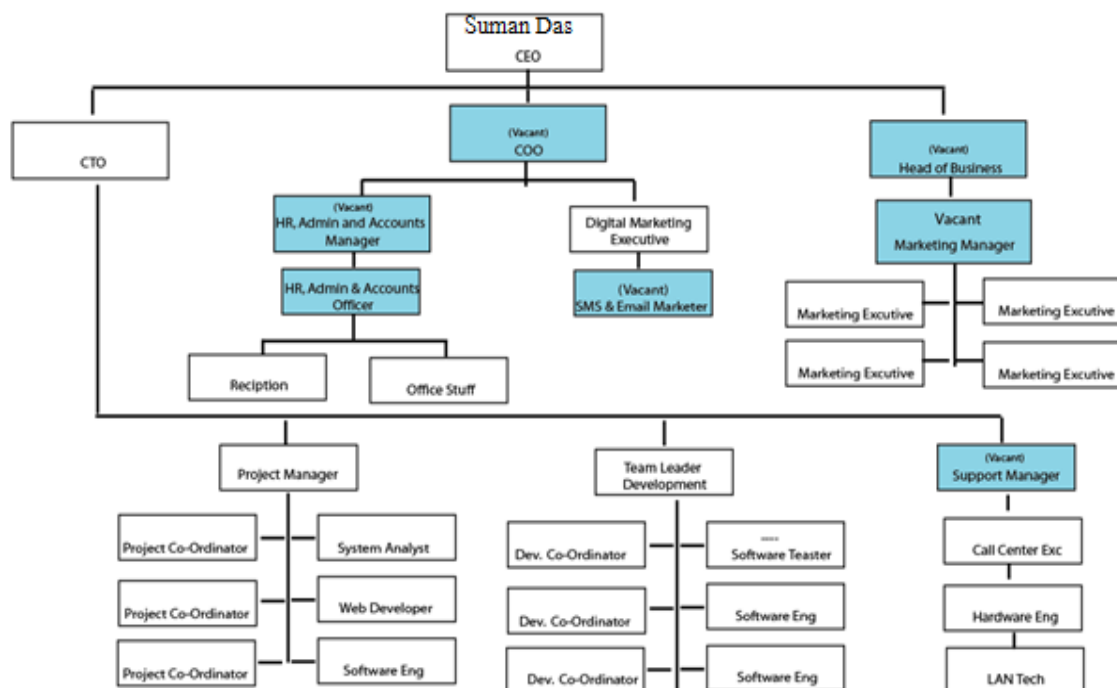
Financial soundness is the ease with which firms can use a financial institution/business to determine the level of performance on their investment portfolio. LEOTECH is using the major components to determine its soundness of finance and it is summarized as CAMELS.

C = Capital Adequacy	: The amount of capital the bank has, determine the level of resistance of absorbing risk.
A = Asset Policy	: The level and distribution of risk on the different assets he has.
M = Management Efficiency	: Deals with how to keep the company stable and maintain a high level of profit

- E = Earnings : The ability of the financier to recover losses and provide adequate capital protection, the quality and composition of net income, the rate of growth on retain earnings, the adequacy of provision to allowance on loan losses.
- L = Liquidity : It is evaluated in relation to volatility of deposits, the frequency and level of borrowing, availability of asset readily to be converted into cash, access to money market. In addition to the liquidity management, the nature or volume of the credit commitment is also considered.
- S = Sensitivity of the Market Risk : This component LEOTECH the degree to which changes to Interest rates, fund exchange rate, commodity prices and equity prices affect the soundness of the earnings of the financial activity negatively. When evaluating this component, we must identify the management ability to identify, measure and control market risk.

LEOTECH is continuously monitoring the CAMELS through the financial management. A central account of LEOTECH is being maintained through a 'Mother Bank Account' [Account Name: Leotech, Account No. 400511100009215, Shahjalal Islami Bank, Foreign Exchange Branch, Dhaka, Bangladesh] as per requirement of the Regulatory Authority, where all funds including project funds are initially deposited. The core account helps to record the inflow and outflow of funds to and from the organization. All funds/ donation are transferred to respective Project Accounts within 30 days, mandatorily. To meet any temporary shortage, funds from the core account may provide temporary loan to a project account in consultation with respective donor, for continuation of project activities. The loan is refunded as soon as project funds are available. Generally, the Managing Director is authorized to operate all accounts jointly; however, the Finance Manager is also joint signatory. LEOTECH has been maintaining an accounting with Shahjalal Islami Bank for long and the bank is offering all possible financial support for financial solution from time to time.

Company Organogram:



List of Managerial staff of Leotech:

SL No	Name of Professionals	Position	Educational Qualification	Department	Total Experience	Leotech Experience
1	Suman Das	Founder & CEO	B.Sc. in CSE	Management	17 years	12 years
2	Sakib Al Soyeb	Executive Director	B.Sc. in CSE in CUET, MS in Computer Engineering, University of Memphis, TN, USA	Management	15 Year	8 Years
3	Farid Hasan	Head of IT	B.Sc. in CSE	Management	15 Year	7 Years
4	Md. Shariful Islam Mridha	Head Of Operation	M.Sc in CSE	Management	20 Year	7 Years
5	Md. Nazmul Islam Mridha	CTO	M.Sc in CSE	Management	17 Years	5 Years
6	Mahamuda Hasan	Accounts	MBA	Accounts	15 years	10 Years
7	Monoj Biswas	Senior Executive of Operation	Bsc in Botany	Operation	5 Year	5 Years
8	Imran Hossain	Head of Marketing	B.Sc. in CSE	Marketing	5 Years	5 Years

List of Professional staff of Leotech:

SL No	Name of Key Professionals	Position	Educational Qualification	Departments	Total Exeperie ce	Leotech Experi ence
1	Shawana Mobashsera	Sr. Programmer	Graduate Diploma in Applied IT	Management	7 years	7 years
2	Md. Khalid Hasan Talukder	Lead web application architect	P.M.S. in CSE	IT	15 Year	8 Years
3	Engr. Md shah Jahirul Kader Chowdhury	Database Administrator	M.Sc. in CSE	IT	20 Year	8 Years
4	Shaif Uddin Md. Lutful Haque Akanda	GIS Analyst	B.Sc. in GIS	GIS	15 Year	5 Years
5	Sayed Mobarak Sujon	Test Manager	B.Sc. in CSE	IT	10 years	8 Years
6	Md. Salman Fahad	Front End Developer	B.Sc. in CSE	IT	10 years	4 Years
7	Shameem Hossain	UX Designer	B.Sc. in CSE	IT	5 years	5 Year
8	Md. Mahfizur Rahman	Sr. Web Developer	B.Sc. in CSE	IT	5 years	8 years
9	Md. Mahfiquir Rahman	Sr. Web Developer	B.Sc. in CSE	IT	5 years	8 years
10	Taiful Hasan Mahamud	Mobile Application Developer	B.Sc. in CSE	IT	5years	5years
11	Rakib Chowdhury	Sr. Programmer	B.Sc. in CSE	IT	3 years	3 years
12	Hasibur Rahman	Sr. Programmer	B.Sc. in IT	IT	8 years	4 Years
13	Alamin Mia	IT Support	B.Sc. in CSE	Support	5 years	5 years
14	Sk. Sobuz Hasan	Web Developer Front End	B.Sc. in CSE	IT	7 years	4 Years
15	Taiful Hasan Mahamud	Mobile Application Developer	B.Sc. in CSE	IT	5 years	5 years
16	Mir Razin Bashar	Tester	B.Sc. in CSE	IT	7 years	4 Years
17	Md. Apel Mahmud	Programmer	M.Sc. in CSE	IT	6 years	4 Years
18	Md. Rifat Hasan	Programmer	B.Sc. in CSE	IT	5 years	3 Years
19	Pranta Khandaker	IT Support	B.Sc. in CSE	Support	1 year	1 year
20	Sanjida Afrin	Software Developer	MSC in CSE	IT	2 years	2 years
21	Sree chandan Kumar Biswas	Programmer	M.Sc. in Computer Application	IT	15	4 years
22	Sumon Shahriar	IT Support	M.Sc. in Computer Application	Support	1 years	1 Years
23	Md. Mahedi Azad	Programmer	M.Sc. in Computer Application	IT	15	1 years
24	Kapil Chakma	Support Expert	B.Sc. CSE	Support	1 year	1 Years
25	Mirajul Haque	Software Tester	M.Sc. in Computer Science	IT	2 years	2 Years
26	Enamul Hasan	Web Developer Front-end	M.Sc. in CSE	IT	5years	1years
27	Preyotosh Dhar	Executive Marketing	MA in English	Marketing	2 Year	2 Years
34	Shamim Hossain	Executive Marketing	B.Com	Marketing	15 Year	8Years
28	ANM Shahrajul Islam Zedney	Executive Marketing	BA	Marketing	2 Year	2 Years
29	Kamrun Nahar	Data Entry Operator	Diploma in Fisheries	IT	1 Year	1 Year
30	Masud Rana	Business Analytics	MBA	Business Analytics	5 years	4 years
31	Jwel Hossain	Peon	SSC	Peon	5 year	5 years

Technology We Use:

We have a Strong team of IT minds with different specialization and tools who can be involved into OSDCs. We have all modern facilities and equipment.



SOFTWARE DEVELOPMENT LIFE CYCLE (SDLC)

Development Approach:

At LEOTECH, we understand that project success is directly proportional to project planning and phase of project development. Our Software Development Life Cycle (SDLC) differs based on the size, cost, time of each project so that it enables us to provide a cost-effective and efficient

solution. Top management workforces at LEOTECH. Our development approach starts by working closely with the customer to identify and understand the mission or problem statement and translate the related objectives into requirements and a candidate top level solution approach. We attempt to match the customer requirements with a top-level solution or system that either exist or are realizable with low to medium risk. The next step is definition of detailed requirements for the system – these will include the number of actuators, actuator spacing, temporal bandwidth (at a specified gain margin), optical requirements over a wide capture field of view and narrow operational field of view, and other requirements that are critical for high performance.

Requirement Collection & Specification:

Quality full software depends on good requirement. A good requirement engineering can collect good requirements. This is the first and main step of developing a software is when we gather the System Requirements, or all the details of the Business Logic of the software, to be translated later to a working Software.

First of all we need to understand the needs of your client, the one who made the request for the software. Requirements are the most basic understanding about the business logics of the problem to be solved. Our domain expert always collects requirements from a different level of stakeholders. We involve all possible stakeholders to make and deploy effective software. Sometimes, they even don't know what they want and keep changing functionalities, or does not understand about software at all. In order to start any software development, from the most basic to the most complicated one, is to create something called User Stories, followed by the list of Functional and Non-Functional Requirements.

Requirement Analysis, Design and Documentation:

Requirements analysis can be a long and tiring process during which many delicate psychological skills are involved. Large systems may confront analysts with hundreds or thousands of system requirements. New systems change the environment and relationships between people, so it is important to identify all the stakeholders, take into account all their needs and ensure they understand the implications of the new systems. Analysts can employ several techniques to explicit the requirements from the customer. These may include the development of scenarios (represented as, the identification of use cases, the use of workplace observation or ethnography, holding interviews, or focus groups (more apply named in this context as requirements workshops, or requirements review sessions) and creating requirements lists. Prototyping may be used to develop an example system that can be demonstrated to stakeholders. Where necessary, the analyst will employ a combination of these methods to establish the exact requirements of the stakeholders, so that a system that meets the business needs is produced. Requirements quality can be improved through these and other methods

Coding and Testing:

In agile development, we write high-level test cases before coding even starts. This is a good practice no matter what development methodology you're using. Testers are skilled at helping business experts clarify their requirements for a particular feature or piece of functionality, and using those to provide the big picture for what the code needs to do.

When coding starts, it's time for testers to turn the examples of desired behavior that they've stimulated from customers into executable tests that will let the team know when the functionality is "done". If these tests aren't

automatable, the programmers are unlikely to actually run them. However, as we write tests that will be automated, we also think ahead to the important exploratory testing we'll need to do as coding is completed.

Deployment and Support:

This phase starts with Deployment of the Project. Initial set-up of the hardware and all the software platforms necessary to run the project is set up at this stage. Project Leader will send Support Executives to the Client end to ensure complete and successful set-up of hardware and software and the software will be handed over to the client for User testing.

Development Methodology:

Our software development methodology is based on ISO standards, and our experience and confidence. Depending on customer's wishes and project scope, we can apply one of the following methodologies:

- Agile
- Waterfall

Our customers and managers control the development progress via the following planning and project tracking tools:

- Microsoft Project Professional
- Manage Engine Service Desk Plus
- Zoho Projects
- OneSoft Connect

LEOTECH is one of the top Bangladeshi Information and Communication Technologies (ICT) service provider and software developer. We provide complete business solution like Software, Application, Website Design and Development, CCTV, Networking, Hardware and etc. We design, develop, support and promote software ICT applications using integrated, state-of-the-art technology.

Client List:

Serial	Client Name	Service	Logo
1.	Bangladesh Water Development Board	1. Procurement of Maintenance & Support Service of Digital Land Record Management System of BWDB 2. Procurement of online Disaster damage reporting system of BWDB and settlement reconciliation module for online payment gateway system of BWBD of in FY 2020-2021 3. Procurement of Computer Professionals for Data Centre of Processing and Flood Forecasting Circle for the financial year 2018-2019	

		4. Procurement of hardware and software products for the Data Centre of Hydrology during the FY-2019-2020 5. Procurement of Central Payment and SMS Gateway Platform Software for online payment service of BWBD	
2.	Bangladesh Krishi Bank	Software and Hardware	
3.	Karmasangsthan bank	Web Development	
4.	ICT Ministry	Skill Development for mobile game and Application-ICT Division	
5.	ICT Ministry	She Power Sustainable Development for Women Though ICT (IT Service Provider)	
6.	Kuwait Bangladesh Friendship Government Hospital	Hospital Management Software	

7.	Sunlife Insurance	SMS Gateway	
8.	Seven Rings Cement	SMS Gateway	
9.	Somoy TV	Vas Solutions	
10.	Meek Sweater Ltd	Garments ERP Software	
11.	YKK Sweater Ltd.	Garments ERP Software	
12.	L-Usine Fashion Ltd.	Garments ERP Software	
13.	Anower Khan Medical College Hospital	Hospital Management Software	
14.	BRB Hospital	Hospital Management Software	
15.	Shahid Model School and College	Education Management System	
16.	Firoza Bashar School and College	Education Management System	

17.	Shuvaddya High School, Keranigong	Education Management System	
18.	Hameen Group	SMS Gateway	
19.	Nishat Jute Mills High School	Education Management System	
20.	Rupkotha Productions	Vas Solutions	
21.	Hpi Cables	Web Development	
22.	Rangpur Group	Web Development	
23.	Sarwar Group	ERP Software and Web Development	

Leotech is promising company for their project. We are show some our Valuable client in Bangladesh. Leotech finished more than 2000+ project in the ten years successfully. Client satisfy is main goal of leotech.

WHERE TO FIND US

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<i>Email</i>	:	info@leotechbd.com