



Bangladesh Freight Forwarders Association

Ref.: BAFFA/2022/203

Date: 29 August 2022.

All Members and Friends,
Bangladesh Freight Forwarders Association (BAFFA)

Subject: Revised Delivery Order Fee (D/O Fee)/Destination Service Charge (DSC) on import shipments.

Dear Members,

You are aware that our **Delivery Order Fee (D/O Fee)/ Destination Service Charge (DSC)** have remained unchanged for the last eight (8) years since 2014. During this long period, due to increase in the price of water, gas, electricity, gasoline, diesel, etc., the costs of running the business have increased several times, while the Delivery Order (D/O) fee of the Freight Forwarders have not been increased. More recently, the unprecedented price hike of gasoline and diesel prices on 6 August 2022, have resulted in a significant increase of not only the cost of transportation, but also the overall cost of doing business, leaving us with no option but to increase the D/O charges.

Basing on the above-mentioned reality and your opinion, it was decided in the 5th Meeting of the Board of Directors (BOD) of BAFFA, held on 21 August 2022, to implement the following revised **Delivery Order Fee (D/O Fee)/ Destination Service Charge (DSC)** with effect from 01 September 2022.

1. The revised D/O fee is a maximum of **Tk.5,500.00** (Taka five thousand and five hundred) only per HAWB/HBL, as negotiated between the member and the customer/consignee/importer.
2. In case of sea freight, if the number of containers in one HBL is more than three (3), then an additional D/O fee of **Tk.1,000.00** (Taka one thousand) only per container shall apply.
3. In case of Consolidation, Master Co-loader submitting IGM shall get fifty percent (50%) of the total D/O fee collected against each HBL/HAWB. The Freight Forwarder (co-loader) will get the remaining fifty percent (50%) per HBL/HAWB.
4. If more than 1 (one) Freight Forwarder (co-loader) is involved, then the portion/amount of D/O fees of Freight Forwarders, against each HAWB/HBL, will be shared equally among all Freight Forwarders involved.
5. Any other charges like Status Change, Documentation Fee, CFS Charge, or any other charges under any head, shall NOT be collected from importers/customers.



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6. VAT (Value Added Tax) at the rate fixed by the Government, shall be collected from the importers on top of D/O charge (except for 100% export-oriented goods that are exempted by the Government) and same be deposited to respective VAT Office.

Our beloved members are requested to follow the above guidance strictly, without any deviation.

Thanking you.

Kabir Ahmed
President

Copy to: (not according to the seniority):

1. The Principal Secretary, Prime Minister's Office, Old Sangsad Bhaban, Tejgaon, Dhaka-1215.
2. The Senior Secretary, Finance Division, Ministry of Finance, Bangladesh Secretariat, Dhaka-1000.
3. The Senior Secretary, Ministry of Commerce, Bangladesh Secretariat, Dhaka-1000.
4. The Secretary, Ministry of Shipping, Bangladesh Secretariat, Dhaka-1000.
5. The Secretary, Road Transport and Highways Division, Ministry of Road Transport and Bridges, Bangladesh Secretariat, Dhaka-1000.
6. The Secretary, Ministry of Railways, Rail Bhaban, 16 Abdul Gani Road, Dhaka-1000.
7. The Secretary, Ministry of Civil Aviation & Tourism, Bangladesh Secretariat, Dhaka-1000.
8. PS to the Minister, Ministry of Finance, Government of the People's Republic of Bangladesh.
9. PS to the Minister, Ministry of Commerce, Government of the People's Republic of Bangladesh.
10. PS to the Minister, Ministry of Shipping, Government of the People's Republic of Bangladesh.
11. PS to the Minister, Ministry of Civil Aviation & Tourism, Government of the People's Republic of Bangladesh.
12. PS to the Minister, Ministry of Road Transport and Bridges, Bangladesh Secretariat, Dhaka.
13. PS to the Minister, Ministry of Railways, 16 Abdul Gani Road, Rail Bhaban, Dhaka-1000.
14. The Chairman, Civil Aviation Authority of Bangladesh (CAAB), Dhaka
15. Registrar, The Registrar of Joint Stock Companies and Firms (RJSC), Dhaka
16. Director General, Department of Shipping (DoS), Ministry of Shipping, Dhaka
17. Director (Additional Secretary), Directorate of Trade Organization, Ministry of Commerce, Bangladesh Secretariat, Dhaka
18. The Chairman, National Board of Revenue (NBR), Rajaswa Bhaban, Segunbagicha, Dhaka.
19. Executive Chairman, Bangladesh Investment Development Authority (BIDA), Dhaka
20. The Governor, Bangladesh Bank, Dhaka.
21. The Deputy Governor, Foreign Exchange Control, Bangladesh Bank, Dhaka.
22. The General Manager, Foreign Exchange Policy Department, Bangladesh Bank, Dhaka.
23. Senior Secretary, Export Promotion Bureau, Dhaka.
24. Chairman, Bangladesh Export Processing Zones Authority (BEPZA), Dhaka.



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25. Chief Executive Officer, Bangladesh Foreign Trade Institute (BFTI), TCB Bhaban
1 Karwan Bazar, Dhaka.
26. Executive Director, Hazrat Shahjalal International Airport, Kurmitola, Dhaka
27. Managing Director, Biman Bangladesh Airlines Ltd., Head Office, Balaka, Kurmitola, Dhaka-1229.
28. General Manager, Biman Bangladesh Airlines Ltd., Cargo Complex
Hazrat Shahjalal International Airport, Dhaka.
29. Director, Shah Amanat International Airport, Chattogram.
30. Terminal Manager, Cargo Centre, Shah Amanat International Airport, Chattogram.
31. Commissioner of Customs, Custom House, Dhaka.
32. Commissioner of Customs, Custom House, Chattogram.
33. Commissioner of Customs, ICD Kamalapur, Dhaka.
34. Commissioner of Customs, Custom House ICT Pangaon, South Karanigonj, Dhaka.
35. Commissioner of Customs, Benapole Customs House, Benapole, Jessore.
36. Chairman, Chittagong Port Authority (CPA), Chattogram.
37. Director (Traffic), Chittagong Port Authority (CPA), Chattogram.
38. The Terminal Manager, ICT Pangaon, South Karanigonj, Dhaka.
39. Chairman, Mongla Port Authority, Mongla, Bagerhat-9351.
40. Chairman, Payra Port Authority, Dhaka.
41. General Manager, DEPZ, Dhaka.
42. Executive Director, CEPZ, Chattogram.
43. The President, The Federation of Bangladesh Chamber of Commerce & Industry (FBCCI)
Motijheel, Dhaka.
44. The President, Bangladesh Garment Manufactures & Exporters Association (BGMEA).
45. The President, Bangladesh Knitwear Manufactures & Exporters Association (BKMEA).
46. The President, Bangladesh Association of Pharmaceutical Industries (BAPI), Dhaka.
47. The President, Bangladesh Plastic Goods Manufacturers & Exporters Association (BPGMEA).
48. The President, Exporters Associations of Bangladesh (EAB), Dhaka.
49. The President, Bangladesh Chamber of Industry (BCI), Dhaka.
50. The President, International Chamber of Commerce & Industry (ICC), Dhaka.
51. The President, Metropolitan Chamber of Commerce & Industry (MCCI), Dhaka.
52. The President, Dhaka Chamber of Commerce & Industry (DCCI), Dhaka.
53. The President, Chattogram Chamber of Commerce & Industry (CCCI), Chattogram.
54. The President, Foreign Investors' Chamber of Commerce & Industry (FICCI), Dhaka.
55. The President, Bangladesh Women Chamber of Commerce and Industry (BWCCI), Dhaka.
56. The President, Bangladesh Frozen Foods Exporters Association (BFFEA), Dhaka.
57. The President, Bangladesh Textile Mills Association (BTMA), Dhaka.
58. The President, Bangladesh Garments Accessories & Packaging Manufacturers & Exporters
Association (BGAPMEA), Dhaka.
59. The President, Real State & Housing Association of Bangladesh (REHAB), Dhaka.
60. The President, Bangladesh Association of Software and Information Services (BASIS), Dhaka.
61. The President, Leathergoods and Footwear Manufacturers & Exporters Association of Bangladesh
(LFMEAB), Dhaka.



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62. The Chairman, Shippers' Council of Bangladesh (SCB), Dhaka.
63. The Chairman, Bangladesh Live & Chilled Food Exporters Association (BLCFEA), Dhaka.
64. The President, Bangladesh Container Ship Owners Association, Dhaka.
65. The Chairman, Bangladesh Shipping Agents' Association (BSAA), Chattogram.
66. The President, Bangladesh Master Stevedoring Association (BMSA), Chattogram.
67. The President, Bangladesh Association of Banks (BAB), Dhaka.
68. The President, Airlines Operation Committee (AOC), Dhaka.
69. The President, Chattogram Customs Clearing & Forwarding Agents Association, Chattogram.
70. President, Dhaka Customs Agents Association (DCAA), Dhaka.
71. President, Bangladesh Inland Container Depots Association (BICDA), Chattogram
72. President, Bangladesh Garments Buying House Association, Dhaka
73. General Manager, Bangladesh Shipping Corporation (BSC), Chattogram
74. Chairman, Board of Airlines Representative Bangladesh (BAR), Dhaka
75. All Private Inland Container Depots
76. All Container Shipping Lines (MLOs)
77. All Airlines.