BiMS®
Bangladesh Institute of Management Studies

Post Graduate Diploma

PROSPECTUS

Visit Our Website

www.bimsedu.com

RELEVANT | RECOGNISED | RESPECTED

BiMS®
Bangladesh Institute of Management Studies

About BiMS



Since 2004, BiMS has helped thousands of learners strengthen their careers through accredited Post Graduate Diploma programmes. Over the past two decades, our learners have developed practical knowledge, gained recognised qualifications, and progressed towards their professional goals. ***Alhamdulillah!***

22+
YEARS
OF EXPERIENCE

500+
ORGANISATIONS
CONNECTED

5,000+
GRADUATES
EMPOWERED



POST GRADUATE DIPLOMAS

Career-focused PGD programmes in key management disciplines for working professionals seeking advancement.



RESEARCH & PUBLICATIONS

Commitment to knowledge creation through research, publications and thought leadership.



FLEXIBLE DIGITAL LEARNING

Innovative online learning platform designed for flexibility, accessibility and continuous professional growth.

www.bimsedu.com

BiMS®
Bangladesh Institute of Management Studies

Our Journey

A legacy of growth, innovation and impact
in professional education.

2004

ESTABLISHMENT OF BiMS

The beginning of a journey dedicated
to excellence in management education.

2004

LAUNCH OF PGDHRM

The first of its kind Post Graduate Diploma
in Human Resource Management in Bangladesh.

2011

LAUNCH OF PGDSCM

The first Post Graduate Diploma in
Supply Chain Management in Bangladesh.

2012

PERMANENT CAMPUS

Move to our own permanent campus
at Progoti Sharani, Dhaka.

2015

LAUNCH OF PGDMBM

The first Post Graduate Diploma in
Marketing & Branding Management.

2022

NEW ONLINE CAMPUS

Launch of a new generation
online campus to deliver quality
education anytime, anywhere.

2025

DIGITAL CERTIFICATION SYSTEM

Introduction of advanced digital
certification for secure and verified
learner achievements.

2026

LAUNCH OF PGDPM

Post Graduate Diploma in Project Management
with CPMA UK Dual Certification.

BiMS®
Bangladesh Institute of Management Studies

Post Graduate Diploma in

HUMAN RESOURCE MANAGEMENT



PGDHRM

BiMS introduced Bangladesh's first PGDHRM programme in 2004, setting a new standard by replacing the traditional concept of 'Personnel Management' with the modern discipline of Human Resource Management.

For over two decades, BiMS PGDHRM has empowered thousands of professionals from diverse backgrounds with practical HR knowledge and recognised qualifications.

Alhamdulillah!

ACCREDITED BY
AMERICAN ACCREDITATION ASSOCIATION (USA)

FIRST IN BANGLADESH

BiMS was the first institute in Bangladesh to launch the PGDHRM programme in 2004.

AAA ACCREDITED

The only HR course in Bangladesh fully accredited by the American Accreditation Association (AAA).

EXCLUSIVE LEARNING BOOK

First and only institute in Bangladesh to develop and publish its own exclusive PGDHRM book.

EMPLOYER RECOGNITION

Recognised and trusted by employers for over two decades across diverse industries.

THOUSANDS OF GRADUATES

Proudly produced thousands of PGDHRM graduates from different professional backgrounds.

PRACTICAL & RELEVANT

A future-ready HR programme designed for today's dynamic workplace.

RESOURCEFUL ONLINE CAMPUS

Access pre-recorded lectures, quizzes, learning videos, study materials and digital resources anytime, anywhere.

LIVE ONLINE CLASSES

Interactive live sessions with expert faculty to clarify concepts and enhance learning.

FINAL ONLINE EXAMINATION

Complete the programme by appearing in one final online multiple-choice (MCQ) examination.

www.bimsedu.com

BiMS®
Bangladesh Institute of Management Studies

PGDHRM
COURSE STRUCTURE

The PGDHRM curriculum is thoughtfully designed to provide comprehensive knowledge, practical skills and contemporary insights in Human Resource Management.

PART I – HR PLANNING & RESOURCING

- MODULE 1 — INTRODUCING HUMAN RESOURCE MANAGEMENT
- MODULE 2 — WORKFORCE PLANNING AND TALENT MANAGEMENT
- MODULE 3 — RECRUITMENT AND SELECTION

PART II – CORE HUMAN RESOURCE PRACTICES

- MODULE 4 — EMPLOYEE ENGAGEMENT, INDUCTION, AND RETENTION
- MODULE 5 — PERFORMANCE MANAGEMENT
- MODULE 6 — MANAGING REWARDS
- MODULE 7 — LEARNING AND DEVELOPMENT
- MODULE 8 — EXIT MANAGEMENT

PART III – CONTEMPORARY TOPICS IN HRM

- MODULE 9 — HR ANALYTICS
- MODULE 10 — HR INFORMATION SYSTEMS
- MODULE 11 — HR AUDIT
- MODULE 12 — ISLAMIC HRM

PART IV – EMPLOYMENT LAWS & COMPLIANCE

- MODULE 13 — EMPLOYEE RELATIONS
- MODULE 14 — OCCUPATIONAL SAFETY AND HEALTH
- MODULE 15 — SELECTED TOPICS OF LABOUR LAW
- MODULE 16 — SOCIAL COMPLIANCE

WHAT YOU WILL GAIN

- Strong foundation in HR principles and best practices
- Practical skills for talent management and development
- Knowledge of modern HR tools, systems and analytics
- Understanding of employment laws, compliance and ethical practices
- Preparation for leadership roles in today's dynamic workplace

ASSESSMENT OVERVIEW

The programme is completed through one final online MCQ examination.

EXAM DURATION
75 MINUTES

BiMS®
Bangladesh Institute of Management Studies

Post Graduate Diploma in

SUPPLY CHAIN MANAGEMENT



BiMS introduced Bangladesh's first PGDSCM programme in 2011, creating a formal pathway for Supply Chain Management education in Bangladesh.

Since then, thousands of professionals have strengthened their supply chain knowledge and career prospects through the programme.

Alhamdulillah.

FIRST IN BANGLADESH
Since 2011

BiMS introduced Bangladesh's first PGDSCM programme in 2011.

PIONEER IN SCM EDUCATION

Before BiMS PGDSCM, supply chain management was not widely available as a structured professional course in Bangladesh.

EXCLUSIVE BiMS SCM BOOK

BiMS developed and published its own Supply Chain Management textbook for PGDSCM students.

THOUSANDS OF SCM ALUMNI

Since 2011, BiMS has produced thousands of PGDSCM alumni working in supply chain and related professional roles.

AAA ACCREDITATION

BiMS PGDSCM is accredited by the American Accreditation Association, adding external recognition to the programme.

PRACTICAL & INDUSTRY RELEVANT

Designed to equip professionals with practical knowledge aligned with industry best practices.

RESOURCEFUL ONLINE CAMPUS

Access pre-recorded lectures, quizzes, learning videos, study materials and digital resources anytime, anywhere.

LIVE ONLINE CLASSES

Interactive live sessions with expert faculty to clarify concepts and enhance learning.

FINAL ONLINE EXAMINATION

Complete the programme by appearing in one final online multiple-choice (MCQ) examination.

www.bimsedu.com

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PGDSCM SYLLABUS

Post Graduate Diploma in SUPPLY CHAIN MANAGEMENT



PART A: GETTING STARTED WITH SUPPLY CHAIN MANAGEMENT

- CHAPTER 1 — UNDERSTANDING THE BASICS OF SUPPLY CHAIN MANAGEMENT
- CHAPTER 2 — UNDERSTANDING SUPPLY CHAINS FROM DIFFERENT PERSPECTIVES
- CHAPTER 3 — DIGGING INTO YOUR SUPPLY CHAIN
- CHAPTER 4 — OPTIMISING YOUR SUPPLY CHAIN

PART B: MANAGING SUPPLY CHAIN PROCESSES

- CHAPTER 5 — CONNECTING SUPPLY CHAIN PROCESSES
- CHAPTER 6 — PLANNING THE SUPPLY CHAIN
- CHAPTER 7 — SOURCING, PURCHASING, AND PROCUREMENT
- CHAPTER 8 — MAKING YOUR PRODUCTS OR SERVICES
- CHAPTER 9 — DELIVERING YOUR PRODUCTS OR SERVICES
- CHAPTER 10 — MANAGING PRODUCT RETURNS AND REVERSE SUPPLY CHAINS
- CHAPTER 11 — ENABLING YOUR SUPPLY CHAIN

PART C: USING TECHNOLOGY TO SUPPLY CHAINS

- CHAPTER 12 — MANAGING SUPPLY CHAIN SOFTWARE
- CHAPTER 13 — INTEGRATING ADVANCED MANUFACTURING INTO YOUR SUPPLY CHAIN
- CHAPTER 14 — MANAGING DIGITAL SUPPLY CHAINS

PART D: DRIVING VALUE WITH SUPPLY CHAIN MANAGEMENT

- CHAPTER 15 — TRANSFORMING YOUR SUPPLY CHAIN
- CHAPTER 16 — ADOPTING SUPPLY CHAIN METRICS
- CHAPTER 17 — MANAGING SUPPLY CHAIN RISKS

ASSESSMENT OVERVIEW

The programme is completed through one final online MCQ examination.

EXAM DURATION
75 MINUTES

This syllabus provides a comprehensive understanding of modern supply chain management—from foundational concepts and core processes to technology adoption and value creation.

KEY HIGHLIGHTS OF THE PGDSCM SYLLABUS

- 17 chapters across 4 comprehensive parts
- Covers end-to-end supply chain processes
- Focus on technology, digitalisation and analytics
- Emphasis on practical application and tools
- Aligns with global SCM best practices
- Designed for career growth and leadership

BiMS®
Bangladesh Institute of Management Studies

Post Graduate Diploma in

PROJECT MANAGEMENT (PGDPM)





Post Graduate Diploma in Project Management (PGDPM) helps professionals build practical project management knowledge. It is designed for learners who want a recognised project management qualification with the added value of CPMA UK Certification.

ONE COURSE – TWO CERTIFICATIONS | PGDPM + CPMA (UK)

WHEN YOU COMPLETE THE PGDPM, YOU WILL EARN:

- **Post Graduate Diploma in Project Management (PGDPM)** from BiMS
- **Certified Project Management Analyst (CPMA)** from IQN (UK)

You do not need to take extra exams or pay additional fees for the CPMA credential because the PGDPM syllabus is fully aligned with the CPMA body of knowledge.

THAT MEANS:

- **ONE COURSE, TWO RECOGNISED ACHIEVEMENTS**
- **ONE NATIONALLY VALUED DIPLOMA** (PGDPM from BiMS)
- **ONE UK CERTIFICATION** (CPMA from IQN)

Build your project management career with global recognition.
Enroll in PGDPM today!

LEARN MORE

https://bimsedu.com/pgdpm

www.bimsedu.com

Sample CPMA UK Digital Certificate

IQN International Qualifications Network

scqf scottish credit and qualifications framework

This is to certify that

Md Zahirul Haque

has been awarded the designation

Certified Project Management Analyst (CPMA®)

This certification has been credit-rated by Fife College (UK) as SCQF Level 8 qualification with 20 credit points.

Issued on: Apr 08, 2026

SUCCESS THROUGH QUALIFICATIONS IQN

Chief Executive

Sample certificate shown for illustration only. Final certificate details may vary.

BiMS®
Bangladesh Institute of Management Studies

PGDPM SYLLABUS

Post Graduate Diploma in PROJECT MANAGEMENT



INITIATE

PART A: PROJECT FOUNDATIONS

MODULE 1 — INTRODUCTION TO PROJECT & PROJECT MANAGEMENT

- What is a project?
- What is project management?
- Relationship between time, quality, and cost
- Types of projects
- Projects and strategy
- Project success factors
- Project lifecycle

MODULE 2 — PROJECT SELECTION & FEASIBILITY ANALYSIS

- Framework for project selection / feasibility
- Basic approaches to project selection
- Feasiblity study
- Payback period
- Net present value (NPV)
- Discounted payback period
- Internal rate of return (IRR)

PLAN

PART B: PLANNING & SCHEDULING

MODULE 3 — PROJECT PLANNING

- Introduction
- Project charter
- Project scope statement
- Scope management plan
- Work breakdown structure
- Cost breakdown structure
- Product breakdown structure
- Responsibility assignment matrix
- Project communication plan
- Project evaluation plan

MODULE 4 — PROJECT SCHEDULING

- Components of project scheduling
- Critical path method
- Program evaluation and review technique
- Gantt chart
- Resource levelling
- Agile scheduling

EXECUTE & CONTROL

PART C: PROJECT EXECUTION & CONTROL

MODULE 5 — PROJECT PEOPLE MANAGEMENT

- Project organisation structure
- Project management office
- Project manager
- Project stakeholders
- Forming the project team
- Project team effectiveness
- Stages in project team development
- Conflict management
- Controlling the project team
- Project leadership

MODULE 6 — PROJECT PROCUREMENT

- Project procurement process
- Procurement planning
- Supplier selection
- Procurement administration
- Closing procurement

MODULE 7 — PROJECT COST MANAGEMENT

- Project cost management components
- Project cost estimation
- Project budgeting
- Project cost control

MODULE 8 — PROJECT QUALITY MANAGEMENT

- Project quality management process
- Quality definition
- Quality assurance
- Quality control

MODULE 9 — PROJECT RISK MANAGEMENT

- Risk management process
- Risk identification
- Risk assessment
- Risk response
- Risk monitoring

CLOSE

PART D: PROJECT CLOSURE

MODULE 10 — PROJECT TERMINATION / CLOSURE

- Project termination process
- Completing the pending works
- Client acceptance & project handover
- Project documentation
- Project closure reports

ONE COURSE – TWO CERTIFICATIONS

POST GRADUATE DIPLOMA IN PROJECT MANAGEMENT
BiMS® Bangladesh Institute of Management Studies
PGDPM
GRADUATE

+

CPMA
CERTIFIED PROJECT MANAGEMENT ANALYST

The PGDPM syllabus is fully aligned with the CPMA (UK) body of knowledge. Complete the PGDPM and earn both credentials—without extra exams or additional fees.

ASSESSMENT OVERVIEW

The programme is completed through one final online MCQ examination.

EXAM DURATION
75 MINUTES

WHAT YOU WILL LEARN

- Evaluate and select projects
- Develop project plans and schedules
- Manage project teams and stakeholders
- Control project cost, quality and risks
- Manage procurement activities
- Successfully close projects

Advance your career. Lead successful projects. | LEARN MORE > | https://bimsedu.com/pgdpm

Sample PGDPM Certificate

BiMS®
Bangladesh Institute of Management Studies

POST GRADUATE DIPLOMA

IN

PROJECT MANAGEMENT

is awarded to

Abdur Rahman

who has successfully completed all academic
requirements of this programme

Issue Date: 05 May, 2030 Student ID: P990211

Md. Mahbubul Hasan Nim

Chief Executive Officer, BiMS

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ACCREDITATION
AAA
TP23808

Issued under the Accredited Training & Education Scheme
of the American Accreditation Association (USA)

SAMPLE

Sample PGDHRM Certificate

BiMS®
Bangladesh Institute of Management Studies

POST GRADUATE DIPLOMA

IN

HUMAN RESOURCE MANAGEMENT

is awarded to

Abdur Rahman

who has successfully completed all academic
requirements of this programme

Issue Date: 05 May, 2030 Student ID: H990211

Md. Mahbubul hassan Nim

Chief Executive Officer, BiMS

ACCREDITED TRAINING & EDUCATION PROVIDER
ACCREDITATION
AAA
TP23808

Issued under the Accredited Training & Education Scheme of the American Accreditation Association (USA)

Sample PGDSCM Certificate

BiMS®
Bangladesh Institute of Management Studies

POST GRADUATE DIPLOMA

IN

SUPPLY CHAIN MANAGEMENT

is awarded to

Abdur Rahman

who has successfully completed all academic
requirements of this programme

Issue Date: 05 May, 2030 Student ID: S990211

Md. Mahbubul hassan Nim

Chief Executive Officer, BiMS

ACCREDITED TRAINING & EDUCATION PROVIDER
ACCREDITATION
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TP23808

Issued under the Accredited Training & Education Scheme of the American Accreditation Association (USA)

TERMS & CONDITIONS

When you enroll in any PGD course with BiMS or use any BiMS PGD course related services (such as the website, online campus, or offline services), you agree to the following terms and conditions. Accessing our courses and services means you have accepted these terms and conditions.

1. **Fee Payment:** The full course fee must be paid at the time of online admission. Only students with a recognised bachelor's degree are eligible to join the PGD courses. If a student provides fake or forged documents, his/her admission will be cancelled without any refund.

2. **No Refund or Transfer:** Course fees are non-refundable and cannot be transferred to another student. Students must complete the course with their assigned batch. Switching to another batch requires re-admission and full fee payment.

3. **Maximum Duration of Services:** BiMS PGD courses last for a maximum of six (6) months. If a PGD course includes live online classes, the class schedule will be fixed for this period. The course fees strictly cover services only for this six-month period.

4. **Book Courier:** Students must provide accurate contact information during admission. The address given during online admission will be used for sending course materials by courier. If the address is incorrect or incomplete, BiMS will not be liable for any loss or non-delivery of the book during transit.

5. **Online Examination:** BiMS PGD courses are assessed through a single comprehensive online MCQ exam. Each student has three (3) chances to pass the exam: one first attempt and two (2) re-sit opportunities. Students must ensure they have access to a computer with a webcam and a stable internet connection to take the online exam. If a student faces any technical problem, software error, or hardware issue and cannot complete the exam, it will be counted as a failed attempt. Therefore, students must make sure they have all the necessary equipment and a reliable setup before starting the exam.

6. **Unfair Practices:** BiMS uses a third-party platform for AI-based remote proctoring and subsequent human review of exam videos and images. Using unfair means during exams will result in immediate cancellation of admission. No refund will be provided, and no further opportunities will be allowed.

7. **Incomplete Course:** If a student does not pass within three (3) exam attempts, they cannot complete the course with their batch. If they wish to continue, they must enrol in a new batch and pay the full course fee again, just like a new student.

8. **Certificate:** Sample BiMS PGD certificates are shown on the website. The final design may differ due to updates or changes in global accreditation partnerships. Students will receive only digital certificates and digital transcripts. Digital certificates require an active email address. Our third-party certificate platform provides Digital Blockchain Credentials, which are more secure and sustainable than hard-copy certificates. Please note that BiMS does not issue any hard-copy certificates.

9. **Change in Components of Course:** If necessary, BiMS reserves the right to change class dates and/or the any aspect of the PGD courses. Updated schedules, including any changes course format, will be communicated to students through the website and/or online campus.

10. **Information Updates / Communication:** It is the students' responsibility to check the BiMS website (bimsedu.com) and online campus (campus.bimsedu.com) regularly for updates about exam structure, class schedules, or any other course-related announcements.

11. **No Liability and Copyright:** BiMS is not responsible for any issues arising from the use of its online platform or any of its services, unless required by local law. BiMS owns all digital and printed materials, exams, videos, and resources. Sharing or distributing these materials is strictly prohibited and may lead to legal action.

EXPLORE MORE

FOR FURTHER DETAILS

Visit the following pages on our website and online campus to learn more about **BiMS** and our **PGD programmes.**

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Online Admission

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Lines open from 9:30 AM to 6:30 PM

BiMS CAMPUS

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EMAIL US

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PROFESSIONAL EDUCATION SINCE 2004

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