

Supplier :	Salihin Consulting Group Sdn Bhd (661008-P)	Date :	29.10.2018
Address :	555, Jalan Samudra Utara 1, Taman Samudra,	Revised Date :	
City :	68100 Batu Caves	Delivery Date :	02.11.2018
State :		Buyer Name :	Bosely Ong (x)
Country :	Malaysia	Fax Number :	03-95490091
Tel/Fax No :	+603-61859970/+603-61842524	Email :	bosely-jian-jin_ong@astro.com.my
		Quote Dateline :	31.10.2018
		Revised Dateline :	

REQUEST FOR QUOTATION (REQ)

SUBJECT : (hereinafter referred to as "Project")

If this transmission is unclear or incomplete , please call the Buyer stated above

Dear Sir/Madam,

INSTRUCTION TO BIDDER

1. General

ASTRO Productions Sdn. Bhd. (400778-V) (herein referred to as "Company") solicits your competitive proposal for the above bid enquiry. Bidders are required to consider all requirements as specified in this bid enquiry package prior to bid submission.

This document and any business and/or technical information provided to bidders by the Company, is to be considered confidential. It is not to be disclosed in whole or in part, without the express written consent of the Company.

Bidders are required to contact Bosely Ong at (x) for clarifications or additional information in relation to this enquiry package if any. The Company will not be responsible for any instructions or information given to Bidders by other than the contact person unless otherwise stated. **BIDDERS ARE REMINDED NOT TO ENTERTAIN ANY COMMUNICATION OR REQUEST FROM USER / OTHER THAN PROCUREMENT.**

The Bidder shall disclose whether there are any ex-Personnel of the Company or any other company within the Astro Malaysia Holdings Berhad Group of Companies who is likely to be:

(a) working on the bid preparation and/or submission; or

(b) part of the project team who will be carrying out the project and/or providing the services if the Bidder is awarded the tender.

For the purposes of this Section 1, the term "Personnel" shall be construed to include persons engaged under contracts of employment or engaged under contracts for services.

2. Basis of Quotation

Bidders are requested to submit quotation/proposal for items indicated and in the format below. Bidders are required to provide clear description of the items proposed if the description differs than what is describe below.

All prices should be quoted in Ringgit Malaysia (RM) and quotes shall take into consideration all relevant duties and taxes unless otherwise stated. Delivery lead-time and applicable warranty period shall be indicated.

Bidders may submit alternative quotation(s)/proposal(s) with different currency for consideration.

3. Validity of Quotation

The quotation submitted shall be valid for a period of six (6) months from the specific closing date. This is to allow a proper review thereof and the Company will not entertain request for revised quotation/proposal after the closing date. The Company reserves the right to reject any and all bids.

4. Terms of Payment

Payment shall be sixty (60) days upon good Invoice Receipt date. Tax Invoice(s) shall be submitted directly to Account Payables at Finance Division. The Company shall not be responsible for any loss of invoices sent to other Division than that specify above. Bidders may submit alternative quotation(s)/proposal(s) with different payment terms for consideration.

5. Submission of Quotation

Please email the quotation/proposal to rfqsecretary@astro.com.my , Attn. Bosely Ong no later than 31.10.2018 at 2:30 PM. Bids email after the specified closing date may be rejected. The quotation/proposal must **ONLY BE EMAIL** to the above designated email address. Quotation(s)/Proposal(s) email to other than the designated email address or any other mode of submission not specify in this document may be **DISQUALIFIED**.

6. PO Terms and Conditions

Bidders are required to consider the Company's terms and conditions when submitting their quotation/proposal. **Exceptions to the Company's terms and conditions will not be entertained.**

7. Business Continuity Plan (BCP) and / or Environmental Preferable Procurement (EPP)

With our Company commitment towards Business Continuity Plan (BCP) and / or Environmental Preferable Procurement (EPP) guidelines, we will take into consideration your commitment when evaluating your proposal. Bidders are required to incorporate their commitment / practice in acquiring good BCP and / or EPP in relation to this proposal in line with our commitment.

Your kind cooperation and prompt response is highly appreciated.

No	Description	Qty UOM	Unit Price	Amount
001	Delivery Address : All Asia Broadcast Centre, Technology Park Malaysia, Lebuhraya Puchong - Sungai Besi, Bukit Jalil, 57000 Kuala Lumpur, MALAYSIA Auditor Services - Maharaja Lawak Mega 2 Location : Royal Theater Shah Alam Delivery : 2, 9, 16, 23, 30 November 2018 7, 14, 21, 28 December 2018 4, 11 January 2019	1 LOT		

Sub-Total	(RM)	
Discount		
GST Amount 6%		
Total	(RM)	

Vendor Confirmation		
Vendor GST Registration No		
Vendor Name	Salihin Consulting Group Sdn Bhd (661008-P)	
Vendor Remarks	Company Chop	
		_____ Signature
		_____ Name
Date		