



SARAWAK TOURISM BOARD

NOTICE OF QUOTATION

1. Quotations are invited from suitable and qualified Suppliers registered with **UNIT PENDAFTARAN KONTRAKTOR DAN JURUPERUNDING (UPKJ) under Supplies and Services category**, and within the valid registration period to make an offer for the following Supplies and Services: -

Quotation Ref. No.	Quotation Title	Registration. Category, Head & Sub-Head	Document Fee (RM)	Quotation Document Sales Period	Quotation Closing Date / Time
STB/MSD/QUO/2024 (1)	QUOTATION FOR CLEANING SERVICES AT STB HQ FOR TWO (2) YEARS	Supplies and Services Class C Head VII Sub-head 3 (a) (i)	50.00	23 RD APRIL TO 30 TH APRIL 2024	30 TH APRIL 2024 12.00 Noon
STB/MSD/QUO/2024 (2)	QUOTATION FOR CLEANING SERVICES AT VIC KUCHING FOR TWO (2) YEARS	Supplies and Services Class C Head VII Sub-Head 3 (a) (i)			

2. Documents will only be issued to the Owner or an authorized representative in writing by the Owner / Partner / Company Director. **ORIGINAL CERTIFICATE OF UPKJ REGISTRATION, ORIGINAL CERTIFICATE OF BUMIPUTERA STATUS** (if applicable) and **LETTER OF AUTHORITY** (if applicable) shall be produced before the Quotation Documents can be issued to the qualified Suppliers.

Quotation Document can be obtained during normal office hours at SARAWAK TOURISM BOARD, LEVEL 4, PLAZA AURORA, JALAN MCDOUGALL, 93000 KUCHING, SARAWAK for RM50.00 per set and to be paid in form of **Bank Draft or Electronic Fund Transfer (EFT) (Account Number: 2-1121250103853 at RHB Bank)** in the name of SARAWAK TOURISM BOARD. Counter will be opened starting from 8.00 a.m. to 5.00 p.m. on **23rd April 2024**.

3. Interested tenderers are invited to attend a briefing regarding the above service through zoom by providing your details (Company name, Representative name and contact number) to procure@sarawaktourism.com. The briefing will be held as below :
- Date : 26th April 2024 (Friday)
Time : 9.00 am
Venue : Zoom (link will be provided through email)

4. Completed Quotation Documents shall be sealed in an envelope and marked with the **Quotation Number** and **Title**. The Quotation Documents shall be delivered by hand in both hardcopy and softcopy (pendrive) and deposited in Quotation Box not later than **12.00 noon on the 30th April 2024** and addressed to:

**CHAIRMAN
QUOTATION COMMITTEE
c/o SARAWAK TOURISM BOARD
TINGKAT 4, PLAZA AURORA,
JALAN MCDOUGALL, 93000 KUCHING, SARAWAK.
Website : www.sarawaktourism.com**

5. Any quotation documents received after the stated deadline will not be considered. Any expenses incurred by the tenderers in the preparation of this quotation shall be borne solely by the Contractor/Supplier.
6. **SARAWAK TOURISM BOARD** is not bound to accept the lowest or any tender nor will it be responsible to provide any reasons for the rejection.

SHARZEDE DATU SALLEH ASKOR
CHIEF EXECUTIVE OFFICE
SARAWAK TOURISM BOARD

Date: 19.4.2024