**BAB 1**

**SURAT AKUAN PENYEBUTHARGA**

**LEMBAGA PEMBANGUNAN PELABURAN MALAYSIA**

**TINGKAT 14, MIDA SENTRAL**

**NO. 5, JALAN STESEN SENTRAL 5**

**KUALA LUMPUR SENTRAL**

**50470 KUALA LUMPUR.**

**SEBUT HARGA MIDA BIL. 19/2024**

**SEBUT HARGA BAGI MENJALANKAN KERJA – KERJA PEROLEHAN MENAIKTARAF SISTEM AUDIO & VISUAL DI DEWAN PERDANA TINGKAT 10 BANGUNAN MIDA SENTRAL**

Kepada:

Penyebutharga-penyebutharga,

**Borang ini hendaklah dikembalikan bersama-sama dengan JADUAL HARGA di dalam SAMPUL SURAT BERLAKRI**

**SURAT AKUAN PENYEBUT HARGA**

**Kepada:**

**Ketua Pegawai Eksekutif**

**Lembaga Pembangunan Pelaburan Malaysia**

**MIDA Sentral**

**No. 5, Jalan Stesen Sentral 5**

**Kuala Lumpur Sentral**

**50470 Kuala Lumpur.**

Tuan,

**SEBUT HARGA MIDA BIL: 19/2024**

**SEBUT HARGA BAGI MENJALANKAN KERJA – KERJA PEROLEHAN MENAIKTARAF SISTEM AUDIO & VISUAL DI DEWAN PERDANA TINGKAT 10 BANGUNAN MIDA SENTRAL**

Di bawah dan tertakluk kepada Arahan Kepada Penyebut harga, saya yang menurunkan tandatangan di bawah ini adalah dengan ini mengambil bahagian sebutharga dan menawarkan untuk melaksanakan perkhidmatan di atas mengikut penentuan spesifikasi yang ditetapkan di dalam Dokumen Sebut harga.

2. Saya yang menurunkan tandatangan di bawah ini bersetuju menerima serta mematuhi dan terikat dengan semua Syarat-syarat Kontrak dan Spesifikasi Sebut harga ini dan bersetuju di atas harga yang ditawarkan RM……….............. sebagai asas perkiraan bagi pembayaran perkhidmatan yang telah dipesan oleh Lembaga Pembangunan Pelaburan Malaysia.

3. Dengan ini juga telah difahami bahawa MIDA berhak menerima atau menolak sebarang sebut harga ini, sama ada harga yang ditawarkan rendah atau tinggi atau sama dengan sebut harga-sebut harga yang lain. Saya juga bersetuju untuk menerima kesemua atau sebahagian dari item-item yang ditawarkan dan sedia mengikut kehendak dan pertimbangan MIDA. Saya juga bersetuju bahawa harga sebut harga yang saya beri ini akan sahlaku (*valid*) dan tidak ditarik balik dalam tempoh sembilan puluh (90) hari dari tarikh tutup sebut harga dan tiada apa-apa syarat dikenakan selepas tarikh ditetapkan.

4.Selanjutnya saya bersetuju sekiranya sebut harga saya diterima, saya akan mengikat perjanjian kontrak serta memberi bon pelaksanaan dalam tempoh empat belas (14) hari dari tarikh terima surat tawaran dari MIDA, sekiranya diarahkan.

5. Saya juga mengesahkan, setelah menyemak sendiri iaitu semua dokumen yang digunakan untuk sebutharga ini adalah yang sebenar yang terdapat di dalam Dokumen Sebut harga.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Nama Penyebutharga | : |  |  |  |
|  |  |  |  | (Tandatangan Penyebutharga) |
| Alamat dan Cop Rasmi Syarikat | : |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Tarikh | : |  |  |  |
|  |  |  |  |  |
| Nama Saksi | : |  |  |  |
|  |  |  |  | (Tandatangan Saksi) |
| Alamat | : |  |  |  |
|  |  |  |  |  |

**SURAT AKUAN PEMBIDA**

**SEBUT HARGA BAGI MENJALANKAN KERJA – KERJA PEROLEHAN MENAIKTARAF SISTEM AUDIO & VISUAL DI DEWAN PERDANA TINGKAT 10 BANGUNAN MIDA SENTRAL**

**(SEBUTHARGA MIDA NO. 19/2024)**

Saya, ………...………............................................ nombor K.P. …………….................... yang mewakili syarikat ….……………………….…….……………………….................... nombor Pendaftaran syarikat …….…………………................................ dengan ini mengisytiharkan bahawa saya atau mana-mana individu yang mewakili syarikat ini tidak akan menawar atau memberi rasuah kepada mana-mana individu dalam MIDA atau mana-mana individu lain, sebagai sogokan untuk dipilih dalam sebutharga seperti di atas. Bersama ini dilampirkan Surat Perwakilan Kuasa bagi saya mewakili syarikat seperti tercatat di atas untuk membuat pengisytiharan ini.

2. Sekiranya saya, atau mana-mana individu yang mewakili syarikat ini didapati cuba menawar atau memberi rasuah kepada mana-mana individu dalam MIDA atau mana-mana individu lain sebagai sogokan untuk dipilih dalam sebutharga seperti di atas, maka saya sebagai wakil syarikat bersetuju tindakan- tindakan berikut diambil:

2.1 Penarikan balik tawaran kontrak bagi sebutharga di atas; atau

2.2 Penamatan kontrak bagi sebutharga di atas; dan

2.3 Lain-lain tindakan tatatertib mengikut peraturan perolehan Kerajaan yang berkuat-kuasa.

3. Sekiranya terdapat mana-mana individu cuba meminta rasuah daripada saya atau mana-mana individu yang berkaitan dengan syarikat ini sebagai sogokan untuk dipilih dalam sebutharga seperti di atas, maka saya berjanji akan dengan segera melaporkan perbuatan tersebut kepada pejabat Suruhanjaya Pencegahan Rasuah Malaysia (SPRM) atau balai polis yang berhampiran.

Yang Benar,

……….................…………..

Nama :

No. KP :

Cop Syarikat :

**BAB 2**

# SPESIFIKASI TEKNIKAL & SKOP PERKHIDMATAN

**JADUAL MAKLUMBALAS SPESIFIKASI TEKNIKAL**

**MENJALANKAN KERJA – KERJA PEROLEHAN MENAIKTARAF SISTEM AUDIO & VISUAL DI DEWAN PERDANA TINGKAT 10 BANGUNAN MIDA SENTRAL**

| **Bil.** | **Perkhidmatan** | **Penerangan** | **Kuantiti/Lot** |
| --- | --- | --- | --- |
| **1.** | **Display Equipment**  **1.1 LED Video Display** | P2i Normal Indoor LED Display (DP)  SMD  Model: LED-P2.0i-160x80-QL-H  Pixel Pitch: 2.0 mm **(Maximum)**  Brightness: 600 nits  Resolution: 3,040 pixels (W) x 1,680 pixels (H) **(Minimum)**  Total Resolution: Screen Size 5,107,200 pixels  (Metric): Screen Size 6.08m (W) x 3.36m (H) = 20.43 sqm  (Imperial): Module 19.95' (W) x 11.03' (H) = 219.82 sqft  Resolution: Module Size: 160 pixels (W) x 80 pixels (H) 320 mm (W) x 160 mm (H)  Cabinet Type: Magnet Module on Steel Structure  Cabinet Size: Access: 320 mm (W) x 160 mm (H)  Type: Ingress: Front Access  Protection: LED Type: N/A  Refresh Rate: RGB 3-in-1 SMD2020 > 3,840 Hz (Flicker Free)  Colour capability: 281 trillion colours (16-bit+)  Estimated LED Lifetime: 100,000 hours+ **(Mandatory)**  Viewing Angle: 150º horizontal, 140º vertical  Power Consumption: 8,438 watts (maximum) 3,375 watts (average)  Power Phase: 240 VAC / single-phase  Display Weight: 201 kg  Control Software: Asynchronous LED Control System  Display Dimming: 8-bit 256 levels  Calibration: Full depth, LED to LED  Warranty: 2 years on Parts & Labour 4-8 Same business day support  *Any specification brand or model that is equivalent to the stated requirement, or better, where appropriate, will be considered acceptable with justification.* | 1 Unit |
| **1.2 Electrical & Signal Cabling Works \*Day Work** | * To use existing power source from Videowall. * To supply and install outgoing electrical cables from electrical distribution board to LED panels (est. up to 15m length within LED   - To supply and install outgoing CAT6 cables from Video Processor (Control room) to LED panels (est. up to 40m length). | 1 Lot |
| **1.3 LED Display Mounting and Installation Works**  **\*Day Work** | * To supply and install a wall-mounted simplified front access LED display structure. * To supply labour and equipment and to dismantle existing videowall and frame. * Installation of LED panels inclusive of mounting, hanging, lifting, etc. | 1 Lot |
| **1.4 LED Display Control System** | * To supply and install an All-in-One LED Controller and Processor. * To supply and install 3 sets of Panio HD- BaseT HDMI Faceplate and receiver. * To supply and install Panio 4x4 Matrix Switcher. * To supply and install LED Control System software. | 1 Lot |
| **2.** | **Sound System** | CELTO CT 15 G3 Speakers 2 units  CELTO CT 118S Sub Speakers 2 units  CELTO CMP 10 Delay Speakers 2 units  CELTO CMP 10 Mezzanine Floor Speakers 2 units  CELTO CMP 10 Monitor Speakers 4 units  CELTO P2.14 Power Amplifier 1 unit  CELTO P2.25 Power Amplifier 1 unit  CELTO C2.6 Power Amplifier 3 units  PEAVEY VSX48E Processor 1 unit  FAMOUSOUND PRO1018 Power Sequence 1 unit  ST RACK ST-FS1568 - 15U Floor Stand Rack 1 unit  Speaker Brackets 1 lot  Installation 1 lot  Tuning, Balancing, Testing & Commissioning 1 lot Cables & Accessories 1 lot  *Any specification that is equivalent to the stated requirement, or better, where appropriate, will be considered acceptable with justification.* | 1 Lot |
| **3.** | **Live Feed** | To supply and install the following items as below:   * Full HD POE PTZ Camera x 3 units PTZ Controller with joystick. * 4CH HDMI Video Switcher come with 10.1InchFHD IPS LCD display. * Blackmagic Design ATEM Mini Pro HDMI Live Stream Switcher. * CAMLIVE™ PRO (Dual HDMI to USB-C UVC Video Capture) UC30221. * Behringer U-Phoria UMC202HD USB Audio Interface. * Universal Audio Volt 2 USB-C Audio Interface.   Complete installation, termination, Cabling running uPVC conduit in  surface mount with all necessary accessories & connectors.  Complete system testing & commissioning come with training. | 1 Lot |
| **4.** | **Project Management** | * Complete testing and commissioning. * Project Management & Consultancy * Project Insurance. * User training and User Manual on Live Event Streaming, LED display operation. * User training on basic maintenance and troubleshooting work. * To provide first-level support for basic maintenance and troubleshooting works within the warranty period. * The company must integrate all equipment supplied with the existing Integrated Control System and re-programming work will required. The integration will consist of:-   • Display Devices  • Camera system  • Digital Visual Connectivity Devices  • Digital Mixer | 1 Lot |
| **5.** | **Value Added** | * Any additional solutions & apparatus to enhance the audio-visual experience within the hall are welcome. * To provide preventive maintenance within the warranty period. * To explore a profit-sharing arrangement, whereby additional LED, sound, or related services offered to third parties beyond the tender scope will share profits with MIDA, with provisions for MIDA to access these additional resources for its events as part of the collaboration. |  |

**BAB 3**

**JADUAL MAKLUMBALAS HARGA**

| **Tempat** | **Bil.** | **Perkhidmatan** | **Penerangan** | **Kuantiti/Lot** | **Harga Seunit / Lot (RM)** | **Jumlah (RM)** |
| --- | --- | --- | --- | --- | --- | --- |
| **Dewan Perdana Tingkat 10** | **1.** | **Display Equipment**  **1.1 LED Video Display** | P2i Normal Indoor LED Display (DP)  SMD  Model: LED-P2.0i-160x80-QL-H  Pixel Pitch: 2.0 mm **(Maximum)**  Brightness: 600 nits  Resolution: 3,040 pixels (W) x 1,680 pixels (H) **(Minimum)**  Total Resolution: Screen Size 5,107,200 pixels  (Metric): Screen Size 6.08m (W) x 3.36m (H) = 20.43 sqm  (Imperial): Module 19.95' (W) x 11.03' (H) = 219.82 sqft  Resolution: Module Size: 160 pixels (W) x 80 pixels (H) 320 mm (W) x 160 mm (H)  Cabinet Type: Magnet Module on Steel Structure  Cabinet Size: Access: 320 mm (W) x 160 mm (H)  Type: Ingress: Front Access  Protection: LED Type: N/A  Refresh Rate: RGB 3-in-1 SMD2020 > 3,840 Hz (Flicker Free)  Colour capability: 281 trillion colours (16-bit+)  Estimated LED Lifetime: 100,000 hours+ **(Mandatory)**  Viewing Angle: 150º horizontal, 140º vertical  Power Consumption: 8,438 watts (maximum) 3,375 watts (average)  Power Phase: 240 VAC / single-phase  Display Weight: 201 kg  Control Software: Asynchronous LED Control System  Display Dimming: 8-bit 256 levels  Calibration: Full depth, LED to LED  Warranty: 2 years on Parts & Labour 4-8 Same business day support  *Any specification brand or model that is equivalent to the stated requirement, or better, where appropriate, will be considered acceptable with justification.* | 1 Unit |  |  |
| **1.2 Electrical & Signal Cabling Works \*Day Work** | * To use existing power source from Videowall. * To supply and install outgoing electrical cables from electrical distribution board to LED panels (est. up to 15m length within LED   - To supply and install outgoing CAT6 cables from Video Processor (Control room) to LED panels (est. up to 40m length). | 1 Lot |  |  |
| **1.3 LED Display Mounting and Installation Works**  **\*Day Work** | * To supply and install a wall-mounted simplified front access LED display structure. * To supply labour and equipment and to dismantle existing videowall and frame. * Installation of LED panels inclusive of mounting, hanging, lifting, etc. | 1 Lot |  |  |
| **1.4 LED Display Control System** | * To supply and install an All-in-One LED Controller and Processor. * To supply and install 3 sets of Panio HD- BaseT HDMI Faceplate and receiver. * To supply and install Panio 4x4 Matrix Switcher. * To supply and install LED Control System software. | 1 Lot |  |  |
| **2.** | **Sound System** | CELTO CT 15 G3 Speakers 2 units  CELTO CT 118S Sub Speakers 2 units  CELTO CMP 10 Delay Speakers 2 units  CELTO CMP 10 Mezzanine Floor Speakers 2 units  CELTO CMP 10 Monitor Speakers 4 units  CELTO P2.14 Power Amplifier 1 unit  CELTO P2.25 Power Amplifier 1 unit  CELTO C2.6 Power Amplifier 3 units  PEAVEY VSX48E Processor 1 unit  FAMOUSOUND PRO1018 Power Sequence 1 unit  ST RACK ST-FS1568 - 15U Floor Stand Rack 1 unit  Speaker Brackets 1 lot  Installation 1 lot  Tuning, Balancing, Testing & Commissioning 1 lot Cables & Accessories 1 lot  *Any specification that is equivalent to the stated requirement, or better, where appropriate, will be considered acceptable with justification.* | 1 Lot |  |  |
| **3.** | **Live Feed** | To supply and install the following items as below:   * Full HD POE PTZ Camera x 3 units PTZ Controller with joystick. * 4CH HDMI Video Switcher come with 10.1InchFHD IPS LCD display. * Blackmagic Design ATEM Mini Pro HDMI Live Stream Switcher. * CAMLIVE™ PRO (Dual HDMI to USB-C UVC Video Capture) UC30221. * Behringer U-Phoria UMC202HD USB Audio Interface. * Universal Audio Volt 2 USB-C Audio Interface.   Complete installation, termination, Cabling running uPVC conduit in  surface mount with all necessary accessories & connectors.  Complete system testing & commissioning come with training. | 1 Lot |  |  |
| **4.** | **Project Management** | * Complete testing and commissioning. * Project Management & Consultancy * Project Insurance. * User training and User Manual on Live Event Streaming, LED display operation. * User training on basic maintenance and troubleshooting work. * To provide first-level support for basic maintenance and troubleshooting works within the warranty period. * The company must integrate all equipment supplied with the existing Integrated Control System and re-programming work will required. The integration will consist of:-   • Display Devices  • Camera system  • Digital Visual Connectivity Devices  • Digital Mixer | 1 Lot |  |  |
| **5.** | **Value Added** | * Any additional solutions & apparatus to enhance the audio-visual experience within the hall are welcome. * To provide preventive maintenance within the warranty period. * To explore a profit-sharing arrangement, whereby additional LED, sound, or related services offered to third parties beyond the tender scope will share profits with MIDA, with provisions for MIDA to access these additional resources for its events as part of the collaboration. |  |  |  |

**BAB 4**

1. **PENGALAMAN/PROFIL SYARIKAT**

Senarai projek yang sama yang telah disiapkan dalam tempoh tiga tahun terakhir mengikut kronologi:-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Butiran Kontrak** | **Nama Pelanggan**  **dan Alamat** | **Jumlah**  **Kontrak (RM)** | **Tarikh Siap** |
|  |  |  |  |  |

1. **PROJEK YANG SEDANG DILAKSANAKAN**

Senarai projek :-

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Butiran Kontrak** | **Nama Pelanggan & Alamat** | **Jumlah Kontrak (RM)** | **Tarikh Mula** | **Tarikh Dijangka Siap** | **% Kemajuan** |
|  |  |  |  |  |  |  |

**BAB 5**

**BUTIR-BUTIR PENYEBUT HARGA & MAKLUMAT KEWANGAN SYARIKAT**

Syarikat perlu mengisi dengan lengkap semua seksyen dalam borang ini. Sekiranya ruang tidak mencukupi, maklumat boleh dikemukakan dalam kertas berasingan.

1. **MAKLUMAT AM**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Nama Syarikat | | : |  | | |
|  | Alamat | | : |  | | |
|  | No. Telefon | | : |  | | |
|  | No. Faks | | : |  | | |
|  | Emel | | : |  | | |
|  | Tarikh Pendaftaran/ Penubuhan | | : |  | | |
|  | No. Daftar Syarikat / Perniagaan | | : |  | | |
|  | Tempat Pendaftaran/ Penubuhan | | : |  | | |
|  | Komposisi Pemegang Saham | | : |  | | |
| **No.** | | **Nama Pemegang Saham** | | | **Jawatan** | **% Pegangan** |
|  | |  | | |  |  |

* 1. Peratusan Penyertaan Bumiputera : \_\_\_\_\_\_\_\_ (%). (Sila kemukakan maklumat lanjut atau salinan sah pendaftaran sebagai Pembekal Bumiputera dengan Kementerian Kewangan).
  2. Maklumat Pendaftaran Kementerian Kewangan

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **No. Pendaftaran** | **No. bidang** | **Butiran / Keterangan** | **Tempoh Sah** |
|  |  |  |  |  |
|  |  |  |  |  |

Nota : Sila lampirkan salinan sijil pendaftaran.

* 1. Struktur Modal Syarikat :

|  |  |
| --- | --- |
| 1. Modal Dibenarkan | : |
| 1. Modal Berbayar | : |

**B. KEWANGAN**

1. Ringkasan aset dan tanggungan berdasarkan akaun yang diaudit bagi tiga (3) tahun terakhir.

|  |  |  |  |
| --- | --- | --- | --- |
| **Tahun Kewangan:** | **2021 (RM)** | **2022**  **(RM)** | **2023**  **(RM)** |
| * Jumlah Aset * Aset Semasa * Jumlah Tanggungan * Tanggungan Semasa * Nilai Bersih * Modal Kerja |  |  |  |

* + 1. Bank-bank Utama:

|  |  |  |
| --- | --- | --- |
| **No.** | **Nama Bank & Alamat** | **Jenis Akaun** |
| 1.  2.  3. |  |  |

* + 1. Kemudahan Kredit (Jenis dan jumlah kredit yang boleh disediakan oleh syarikat:)

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Jenis Kemudahan Kredit** | **Bank/Institusi Kewangan** | **Jumlah (RM)** |
| 1.  2.  3. |  |  |  |

**Nota:**

**Penyata Bank bagi tempoh tiga (3) bulan terakhir hendaklah disertakan bersama-sama serahan borang sebutharga**.

**LAMPIRAN SEMAKAN**



**LEMBAGA PEMBANGUNAN PELABURAN MALAYSIA**

**SEBUTHARGA MENJALANKAN KERJA – KERJA PEROLEHAN MENAIKTARAF SISTEM AUDIO & VISUAL DI DEWAN PERDANA TINGKAT 10 BANGUNAN MIDA SENTRAL**

**SEBUTHARGA MIDA BIL: 19/2024**

**SENARAI SEMAK**

Sila tandakan **( √ )** atau nyatakan maklumbalas bagi dokumen yang disertakan:

| **Bil.** | **Perkara / Dokumen** | **Semakan oleh Syarikat** | **Semakan oleh**  **MIDA** |
| --- | --- | --- | --- |
|  | Surat Akuan Petender |  |  |
|  | Surat Akuan Pembida |  |  |
|  | Maklumat SSM (Salinan sijil disertakan) |  |  |
|  | Berdaftar dengan SSM dan tempoh pendaftaran masih berkuatkuasa |  |  |
|  | 1. No. Sijil Pendaftaran (sila nyatakan) |  |  |
|  | 1. Tempoh Sahlaku Sijil Pendaftaran (nyatakan) |  |  |
|  | Maklumat pendaftaran dengan Kementerian Kewangan (MOF) (Salinan Sijil Akuan Pendaftaran dengan MOF disertakan) |  |  |
|  | Syarikat berdaftar dengan Kementerian Kewangan (MOF) dalam kod bidang berikut (dan tempoh pendaftaran masih berkuatkuasa):   * + **020302 (Perkakas Elektronik dan Aksesori)**   **Atau**   * + **221304 (Audio Visual)**;   **Dan / Atau**   * + **222601 (Akustik dan Gelombang)** |  |  |
|  | * + - * 1. No. Sijil Akuan Pendaftaran (nyatakan) |  |  |
|  | * + - * 1. Tempoh Sahlaku Sijil Pendaftaran (nyatakan) |  |  |
|  | * + - * 1. Salinan Sijil disertakan |  |  |
|  | * + - * 1. Sijil Akuan Pendaftaran Bumiputera (jika ada) |  |  |
|  | * + - * 1. Peratus Penyertaan Bumiputera (nyatakan, jika ada) |  |  |
| 5. | * + - * 1. Salinan Sijil Pematuhan Cukai *(Tax Compliance Certificate – TCC)* |  |  |
| 6. | Maklumbalas **Teknikal** *(Hardcopy & Softcopy)* |  |  |
|  | 1. Surat litup *(cover letter)* syarikat/penyebutharga |  |  |
|  | 1. Pengalaman syarikat |  |  |
| 7. | Maklumbalas **Harga** *(Hardcopy & Softcopy)* |  |  |
|  | 1. Ringkasan Sebutharga dan Borang Jadual Harga |  |  |
|  | 1. Penyata Kewangan untuk 3 tahun terakhir |  |  |
|  | 1. Penyata Bank untuk 3 bulan terakhir |  |  |
| 8. | Lain-lain - profil syarikat, contoh kerja-kerja yang seumpamanya. |  |  |

|  |
| --- |
| **PENGESAHAN OLEH SYARIKAT** |
| Dengan ini saya mengesahkan bahawa saya telah membaca dan memahami semua syarat-syarat dan terma yang dinyatakan di dalam dokumen sebut harga. Semua maklumat yang dikemukakan adalah benar. |
| |  |  |  | | --- | --- | --- | | Tandatangan | : | ..................................................................................... | | Nama | : | ..................................................................................... | | Jawatan | : | ..................................................................................... | | Tarikh | : | ..................................................................................... | |

|  |
| --- |
| **PENGESAHAN OLEH MIDA** |
| Jawatankuasa Pembuka Sebut Harga mengesahkan penerimaan dokumen bertanda kecuali bagi perkara bil. .......................................... (jika ada) :- |
| |  |  |  | | --- | --- | --- | | Tandatangan | : | ..................................................................................... | | Nama | : | ..................................................................................... | | Jawatan | : | ..................................................................................... | | Tarikh | : | ..................................................................................... | |