

## EXECUTIVE SUMMARY

<b>TITLE</b>	: <p><b>Machiney &amp; Equipment Business Virtual Advisory Services</b></p> <p>Extension and Additional Cost</p>
<b>PROPOSED DATE AND VENUE</b>	: <p>June – December 2020</p>
<b>OBJECTIVES</b>	: <ul style="list-style-type: none"> <li>• Help business to make the right choice for their organisation;</li> <li>• Tailored to business needs to deliver value proposition.</li> <li>• Customise activities to ensure solution meet business needs in addressing real business problem; and</li> <li>• Facilitate business by focusing on instilling knowledge, building capabilities and empowering them to implement sustainable change.</li> </ul>
<b>OUTPUT</b>	: <p>The expected outputs include:</p> <ul style="list-style-type: none"> <li>• Module/ Curriculum for the coaches to implement the task force;</li> <li>• Digitalisation blueprint;</li> <li>• Standard operating procedures (SOP), process flow and manuals;</li> <li>• Terms of reference (TOR) for mentor and company;</li> <li>• Current business issues, challenges and recommendations;</li> <li>• Reports on selected participating companies – 1 consultation report for each company comprising the company's diagnostic information, challenges and restriction for expansion, as well recommendation for solutions; and</li> <li>• Company evaluation report.</li> </ul>
<b>EXISTING BUDGET/COST</b>	: <p><b>SPN-M&amp;E : RM125,000.00</b></p>
<b>ADDITIONAL COST</b>	: <p><b>SPN-M&amp;E : RM400,000.00</b></p>
<b>DEPARTMENT</b>	: <p>Machinery and Equipment Productivity Nexus (MEPN)</p>
<b>COMMENTS/ SIGNATURE OF ACCOUNTANT</b>	: <p></p>
<b>COMMENTS/SIGNATURE OF PCT SENIOR MANAGER</b>	: <p></p>

## 11.0 Cost

No.	Item	Cost	Pax	Quantity	Total (RM)
<b>EXISTING APPROVED BUDGET</b>					
<b>A. Business Virtual Services</b>					
1.	Program Secretariat	RM500/session	1	20-sessions	10,000.00
<b>B. Business Virtual Mentoring</b>					
1.	Technical Expert (Program Master)	RM500/man day	7	10-man day	35,000.00
2.	Online Assessor	RM200/ company	1	100 companies	20,000.00
3.	Advisor (Mentor)	RM200/hour	7	10 hours	14,000.00
4.	Promotion and Marketing	RM5,000	-	-	5,000.00
<b>C. Business Virtual Coordination</b>					
1.	Speaker	RM500/pax	3	15 sessions	22,500.00
2.	Moderator	RM300/pax	1	15 sessions	4,500.00
<b>D. Virtual Training (Digitalisation only)</b>					
1.	Online Short Course Training	RM1,000/program	1	10 Programs	10,000.00
2.	Facilitation of Virtual Platform	RM100/hour	1	40 hours	4,000.00
<b>Total Approved Budget(RM)</b>					<b>125,000.00</b>

No.	Item	Cost	Pax	Quantity	Total (RM)
<b>NEW ADDITIONAL BUDGET</b>					
<b>B. Business Virtual Mentoring</b>					
3.	Advisor (Mentor)	RM200/hour	200	10 hours	400,000.00
<b>Total Additional Budget (RM)</b>					<b>400,000.00</b>
					<b>Total (RM)</b>
					<b>525,000.00</b>