



PERBADANAN PRODUKTIVITI MALAYSIA (MALAYSIA PRODUCTIVITY CORPORATION)

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Lorong Produktiviti, Off Jalan Sultan, 46200 Petaling Jaya, Selangor D.E. Malaysia.

<http://www.mpc.gov.my>

(Badan Berkanun di bawah Kementerian Perdagangan Antarabangsa dan Industri – MITI)



SIRIM
ISO 9001:2015
CERT. NO : QMS 00547

MPC(PCD)600-1/2/11

14 Oktober 2020

Puan Halimah binti Osman
Market Insight Consultancy
No. 16C, Jalan SS21/62
Damansara Utama
47400 Petaling Jaya
Selangor

Puan,

PELANTIKAN PERKHIDMATAN PAKAR BAGI MENGETAHUI PRESTASI PRODUKTIVITI FIRMA SEMASA PERINTAH KAWALAN PERGERAKAN PEMULIHAN DAN FASA KETIGA COVID-19 DI SEMBILAN (9) SUBSEKTOR UTAMA TERPILIH

Dengan segala hormatnya, saya merujuk kepada perkara di atas.

2. Perbadanan Produktiviti Malaysia (MPC) merupakan agensi di bawah Kementerian Perdagangan Antarabangsa dan Industri (MITI) sedang dalam proses mendapatkan maklumat berkaitan dengan prestasi produktiviti firma semasa perintah kawalan pergerakan pemulihan dan fasa ketiga Covid-19 di sembilan (9) subsector utama terpilih. Perkhidmatan kepakaran adalah diperlukan bagi memperkasakan projek ini.

3. Sehubungan itu, Puan. adalah dilantik bagi memberi perkhidmatan kepakaran bagi mendapatkan maklumat tersebut, Dengan kepakaran Puan dapat membantu MPC menjayakan projek ini. Bersama-sama ini disertakan Terma Rujukan (TOR) dan borang setuju terima seperti di Lampiran B. Sekiranya Puan bersetuju dengan lantikan ini, mohon kerjasama untuk mengembalikan borang setuju terima selewat-lewatnya pada **15 Oktober 2020**.

TRANSFORMATION • INNOVATION • PARTNERSHIP

5. Bagi sebarang pertanyaan atau maklumat lanjut YBrs. Dr boleh berhubung dengan Encik Zaffrulla Hussein di talian 013-3413195 / emel: zaff@mpc.gov.my atau Puan Rosmiza Rosly di talian 019-3323312 / emel: iza@mpc.gov.my.

6. Segala kerjasama, perhatian dan sokongan pihak YBrs. Dr dalam menjayakan penyelidikan ini amatlah dihargai.

Sekian, terima kasih.

"BERKHIDMAT UNTUK NEGARA"

"MEMACU PRODUKTIVITI NEGARA"

Saya yang menjalankan amanah,



(SUHAIMI HAMAD)

Pengarah

Bahagian Pertumbuhan Produktiviti (PGD)

b.p. Ketua Pengarah

Perbadanan Produktiviti Malaysia (MPC)

LAMPIRAN B

**BORONG JAWAPAN
PELANTIKAN PERKHIDMATAN PAKAR BAGI MENGETAHUI PRESTASI
PRODUKTIVITI FIRMA SEMASA PERINTAH KAWALAN PERGERAKAN
PEMULIHAN DAN FASA KETIGA COVID-19 DI SEMBILAN (9) SUBSEKTOR
UTAMA TERPILIH**

Tarikh:

Kepada:

Ketua Pengarah
Perbadanan Produktiviti Malaysia
Lorong Produktiviti Off Jalan Sultan
46904 Petaling Jaya Selangor
(U/P: Rosmiza Rosly)

Puan,

**PER: PERSETUJUAN PELANTIKAN PERKHIDMATAN PAKAR BAGI
MENGETAHUI PRESTASI PRODUKTIVITI FIRMA SEMASA PERINTAH KAWALAN
PERGERAKAN PEMULIHAN DAN FASA KETIGA COVID-19 DI SEMBILAN (9)
SUBSEKTOR UTAMA TERPILIH**

Saya.....No. Kad Pegenalan
Bersetuju untuk menerima pelantikan bagi Perkhidmatan Pakar Bagi Mengetahui
Prestasi Produktiviti Firma Semasa Perintah Kawalan Pergerakan Pemulihan dan Fasa
Ketiga Covid-19 Di Sembilan (9) Subsektor Utama Terpilih seperti yang dinyatakan di
dalam surat tawaran serta menerima pakai terma rujukkan yang ditetapkan.

Terima kasih.

Tandatangan :

Tarikh :

Maklumat Peribadi

Nama :

Organisasi :

Jawatan :

Alamat Pejabat:

No. Telefon (Pejabat) :

No. Telefon (HP) :

Emel :



TERM OF REFERENCE (TOR)

EXPERT SERVICES FOR INFORMATION ON FIRM'S PRODUCTIVITY PERFORMANCE DURING RECOVERY MOVEMENT CONTROL ORDER (RMCO) AND THIRD PHASE COVID-19 IN NINE (9) SELECTED SUBSECTORS

1. Background

Since the Covid-19 outbreak was first diagnosed, it has spread to over 150 countries including Malaysia. The pandemic is having a noticeable impact on global economic growth. Estimates so far indicate the virus could trim global economic growth by at least 0.5% to 1.5%, but the full impact will not be known until the effects peak. This pandemic will have devastating effects on the Malaysian economy from both external factors (global supply and demand shocks) and domestic factors particularly with four-week Movement Control Order (MCO). Businesses and services deemed to be non-essential were temporarily closed and this will affect all sectors in Malaysia.

This project, which include a study that will provide the overview on how the pandemic may affecting the businesses in terms of their productivity across the economic selected sector involving manufacturing, services and agriculture during the recovery movement control order (RMCO) and third phase Covid-19.

2. Objectives

The objectives are:

- a. To identify the impact of third phase COVID-19 on productivity towards selected nine (9) priority subsector;
- b. To provide preliminary information on challenges during third phase COVID-19, recovery movement control order (RMCO); and
- c. To address the impact of third phase COVID-19 on nine (9) priority subsectors

3. Scope

It covers minimum of 50 firms of selected industry in the nine (9) priority subsector of the MPB, which is:

- Electrical & Electronics;
- Chemical & Chemical products;
- Machinery & Equipment;
- Retail and F&B;
- Private Healthcare;
- Tourism;
- ICT/Digital;
- Professional Services;
- Agro Food.

4. Methodology

It will involve online survey and telecommunication (telephone conversation) with a set of questionnaires that has been developed.

5. Report

Produce a report contains information and analysis on the impact of the third phase Covid 19 to the firms in the nine (9) priority subsectors. Also analyse on the issues and challenges faced by the companies. The report also consist recommendations based on the analysis done and the current scenario.

6. Report Format

The report must be drafted in a format agreed with MPC. The report must be written in English. The write up must be 1.5 line spacing font Arial and size 12. Additional information for repo, clarification MUST be done without extra charge and within reasonable time.

7. Timeframe

The works of the write-up shall commence immediately upon effective date of the Letter of Award and shall be completed within a period of 1 month

8. Payment Terms

Payment Terrns The ceiling cost of this project is kept at RM18,000

Payment Summary by Stages	No of Man Days	Rate Per Man Day (RM)	Total (RM)
Once Final Report received from consultant	9	2,000	18,000
Total			18,000

9. Proprietary Rights

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The writer or his organisation agreed that their names will not be published in this research report. It is the duty of the writer to communicate with the organisation/ industry concern to get the necessary information regarding best practices absented.

All written text must be original and previously unpublished. Any write-up which has been plagiarized will be rejected.