

15 Oct 2020

Rosmiza Rosly
 Malaysia Productivity Corporation (MPC)
 Tel: 03-79557266 ext. 409
 Toll Free: 1 800 88 1140
 Homepage: www.mpc.gov.my

Dear Rosmiza Rosly,

SWISS-GARDEN HOTEL & RESIDENCES, GENTING HIGHLANDS: PROPOSAL FOR MPC FROM 4 – 6 DEC 2020

Thank you for your interest at Swiss-Garden Hotel & Residences, Genting Highlands for your forthcoming event. We are pleased to extend the following proposal & special rates for your kind consideration.

RESIDENTIAL PACKAGE

*Please be advised that it is the responsibility of the organizer to inform all participants as follows:

- *Hotel & Residences check in time is **after 1500hrs and check out is before 1200hrs**. Late check-out required till 6pm is chargeable at 50% of the above rates and a full day charge after 6pm.*
- *Hotel & Residences will only accommodate early arrival subject to room availability.*
- *All rates quoted above are not guaranteed for last room availability and are subject to revision based on production review and/or market conditions at any point of time without prior notice given;*
- *Surcharge of RM50/per person for weekend (Friday & Saturday)*
- *Rooming list with MyKad or passport number is required.*
- *Child age from 6 – 12 years old;*
- *Buffet required minimum 50 adults per session; Set menu to be served if below than 50 persons*

TOTAL PACKAGE COST	
Single Occupancy for 8 PAX	@ MYR 5400
PACKAGE INCLUSION	02 Night Swiss Garden Genting Highlands Deluxe Room with complimentary breakfast 02 Buffet Lunch 02 Buffet Dinner 02 Coffee Break 02 Supper Usage of Meeting Hall & Meeting Facilities

Swiss-Garden Hotel & Residences Genting Permai
 Windmill Upon Hills, Genting Permai,
 69000 Genting Highlands, Pahang Darul Makmur
 Tel: 03 90782688 (KL Sales Office)

E-Mail: pretheeban.baskara@shrgw.swissgarden.com Website: www.swissgarden.com



Our Ref No: SHRGH-Q-JP- 14102020

PACKAGE INCLUSIONS

Day 1	:	Complimentary usage of meeting room
	•	01 x Night Single or Twin Accommodation
	•	01 x Coffee & Tea Breaks (Afternoon)
	•	01 x Dinner
Day 2	:	Complimentary usage of meeting room
	•	01 x Night Single or Twin Accommodation
	•	01 x Coffee & Tea Breaks (Morning)
	•	01 x Coffee & Tea Breaks (Afternoon)
	•	01 x Lunch
	•	01 x Dinner
Day 3	:	Complimentary usage of meeting room
	•	01 x Coffee & Tea Breaks (Morning)
	•	01 x Lunch

All packages above comprise of the below items: -

- * **Basic PA system with 2 wired/cordless mics**
- * Complimentary writing paper, pencils, mints and drinking water
- * Complimentary 1 whiteboard with marker
- * Complimentary Reception Table at Event Entrance

ATTENDANCE

Swiss-Garden Hotel & Residences, Genting Highlands requires your advice on the guaranteed number of attendance 14 days prior to the date of the function. The resort reserves the right to change the venue or price, should there be any changes in the guaranteed number of attendees or in the event of larger group check-in. The Organizer will be charged on the guaranteed number of attendances even if less people attend the function. Should actual attendance for the function exceed the guaranteed number, the charges will be based on the actual attendance.

VALIDITY OF QUOTATION

This quotation and all its contents will expire on **30 Oct 2020** unless a booking is placed with the resort prior to the expiry of this quotation.

CONFIRMATION

Whilst space is available at the time of writing, we wish to bring to your attention that at this point of time, no function space, accommodation or other services are being reserved for this event. Confirmation of the event is subject to availability at the time of reservation.

FACILITIES & SERVICES

- a) Gymnasium
- b) Rooftop Heated Pool
- c) Outdoor Jacuzzi
- d) Games Room & Karaoke room
- e) Squash Court & Tennis Court (*Minimum Fees applicable*)
- g) Complimentary scheduled Shuttle Service to Genting Premium Outlet
- h) Tour Desk (*Transportation & Tours- Charges applies*)

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RATES, TAXES AND COMMISSION

All rates quoted are non-commissionable and in Ringgit Malaysia. All taxes, levies & charges are subject to change at the discretion of the resort and in accordance with the Malaysian government law.

Tourism Tax - Under gazette Tourism Tax Act 2017, all foreign guests will be levied a Tourism Tax of RM10.00 per room/per night for stays from 1st September 2017. This amount will be a supplementary charge in addition to the quoted or contracted room charges and taxes contained in this Agreement. The Tourism Tax will be collected directly from the guest(s) at the hotel. Malaysian Citizens and Permanent Residents producing valid Identity Cards and MY PR Cards respectively will be exempted if their accommodation is not shared with a foreigner.

NOISE LEVEL

Swiss-Garden Hotel & Residences, Genting Highlands reserves the right to regulate the level of noise generated by audio or visual equipment or the attendees during function.

COPYRIGHT LICENSE & ROYALTIES

The Organizer should ensure that a proper license or approval or permit has been obtained from the relevant authority(ies) to provide or supply copies of Music for use as part of its rental package in connection with the events (specify the events) to be held at the premises of Swiss-Garden Hotel & Residences, Genting Highlands, including broadcasting the music. Notwithstanding the above, the Organizer or its agents hereby agrees to assume all liabilities arising from the supply, provision and broadcasting of the Music at the premises of Swiss-Garden Hotel & Residences, Genting Highlands. The Organizer or its agents are required to indemnify Swiss-Garden Hotel & Residences, Genting Highlands for all losses suffered in connection including but not limited to costs and expenses incurred in defending any actions of infringement of copyright or any Intellectual Property belonging to any third party(ies) and damages resulting from the aforesaid activities of the Organizer at the premises of Swiss-Garden Hotel & Residences, Genting Highlands.

PAYMENT DETAILS

All payments are to be made payable to:

Name of Bank : RHB Bank Berhad
Account Name : PJD Management Services Sdn Bhd.
Account No : 2-12330-0004632-1

RESERVATION & DEPOSIT

30 Days prior event date : 50% Deposit from total invoice

14 Days prior event date : 100% Balance payment required

CANCELLATIONS & POSTPONEMENTS

All postponements must be notified to Swiss-Garden Hotel & Residences, Genting Highlands in writing. In the event of any cancellations of function at any time after payment of the confirmation fee, the said fee is not refundable and will be forfeited by the Hotel & Residences. However, for any postponement of function (with at least 30 days advance written notice to us) 50% will be retained by Swiss-Garden Hotel & Residences Genting Highlands.

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The said balance may be utilized as part payment of the confirmation fee for the postponed function (now deemed as an entirely new function) or any other function provided the aforesaid function is held at Swiss-Garden Hotel & Residences, Genting Highlands within 6 months from the first postponement. In the event the said balance is not utilized as described, within the 6-month period, the said balance will not be refunded and will be forfeited by the Resort. We trust the above is in order and meets your requirements. Please do not hesitate to contact us should you require any further information or clarifications.

Thank you.

Yours sincerely,

Signed on behalf of
**SWISS-GARDEN HOTEL & RESIDENCES,
GENTING HIGHLANDS KUANTAN, PAHANG**

Accepted for and on behalf of
MPC

James

James Pretheeban Thas
Sales Manager

Rosmiza Rosly

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