



MPC (PCD) 600-4/1/7

7 December 2020

**Mr Leong Kin Choong**

61, Jalan SS 22/20,  
Damansara Jaya,  
47400 Petaling Jaya Selangor

*Dear Mr Leong,*

**LETTER OF APPOINTMENT AS EDITOR FOR COMPETITIVENESS STRATEGY 2020:  
ANALYSIS AND RECOMMENDATIONS TO IMPROVE MALAYSIA'S COMPETITIVENESS  
RANKING IN IMD'S WORLD COMPETITIVENESS YEARBOOK (WCY) & TECHNICAL  
EXPERT FOR ENHANCING MALAYSIA'S COMPETITIVENESS ON EDUCATION AND  
SKILLS INDICATORS IN GLOBAL COMPETITIVENESS REPORT (GCR)**

Malaysia Productivity Corporation (MPC) secretariat to The Special Task Force on Business Facilitation (PEMUDAH) has been mandated by the Government to drive Malaysia's competitiveness and productivity based on competitiveness reports published by international rating agencies.

2. This effort is to assist the Government to improve Malaysia's competitiveness ranking through improvement at policy level and to formulate better policies through engagement with related ministries and agencies through innovative collaboration in terms of policy making and regulatory.

3. In line to this, MPC is setting up a competitiveness strategy group that support and prepare any documents or instruments of communication between working group and stakeholders. There are 65 recommendation reports has been prepared by respective technical experts that need to be edited and one full analysis/deep dive report need to be prepared for education & skills indicators. On that note, MPC would like to appoint you as editor for analysis report and as technical expert for deep dive report.

4. Attached herewith is the terms of reference (TOR) for your reference. We would appreciate if you could complete the reply slip to us by **8 December 2020**.

Thank you.

**TRANSFORMATION . INNOVATION . PARTNERSHIP**

*(Sila rujuk bilangan surat ini apabila menjawab)*

**“DRIVING PRODUCTIVITY OF THE NATION”**

Yours Sincerely,

A handwritten signature in blue ink, appearing to read 'Mohamad Muzaffar Abdul Hamid', with a stylized flourish at the end.

**(MOHAMAD MUZAFFAR ABDUL HAMID)**

Deputy Director

Productivity & Competitiveness Development Division (PCD)

Malaysia Productivity Corporation (MPC)

## **TERMS OF REFERENCE (TOR)**

MPC will commission Mr Leong Kin Choong as Editor for Competitiveness Strategy 2020: Analysis And Recommendations To Improve Malaysia's Competitiveness Ranking In IMD's World Competitiveness Yearbook (WCY) & Technical Expert For Enhancing Malaysia's Competitiveness On Education And Skills Indicators In Global Competitiveness Report (GCR)

### **Main Tasks for Editorial:**

- To review and edit draft report.
- 1) **Honorarium**
    - An honorarium of RM150/pages (RM150 x 69 pages = RM10,350.00) (Ten Thousand Three Hundred and Fifty Ringgit only) will be paid to you upon the successful completion of the tasks.
  - 2) **Timeline**
    - Deadline: 21 December 2020.
  - 3) **Output/Deliverables**
    - Final analysis and recommendation report on Competitiveness Strategy 2020: Analysis And Recommendations To Improve Malaysia's Competitiveness Ranking In IMD's World Competitiveness Yearbook (WCY).

### **Main Task for Technical Experts:**

- Conduct deep dive analysis and produce a report on Education And Skills Indicators In Global Competitiveness Report (GCR).
- 1) **Honorarium**
    - An honorarium of RM6,000/- (RM6,000/- per report with analysis of each criteria) (Ringgit Malaysia Six Thousand only) will be paid to you/your organisation upon the successful completion of the reports on Education And Skills Indicators In Global Competitiveness Report (GCR)
  - 1) **Timeline**
    - Deadline for submission of the report to MPC are required to be submitted and received by MPC not later than 21 December 2020.
  - 3) **Output/Deliverables**
    - Deep Dive (baseline & recommendation) report on education and skills indicators in GCR

## REPLY SLIP

**I agree to the terms and conditions of this assignment: APPOINTMENT AS EDITORIAL FOR COMPETITIVENESS STRATEGY 2020: ANALYSIS AND RECOMMENDATIONS TO IMPROVE MALAYSIA'S COMPETITIVENESS RANKING IN IMD'S WORLD COMPETITIVENESS YEARBOOK (WCY) & TECHNICAL EXPERT FOR ENHANCING MALAYSIA'S COMPETITIVENESS ON EDUCATION AND SKILLS INDICATORS IN GLOBAL COMPETITIVENESS REPORT (GCR)**

Name : Leong Kin Choong

IC No : \_\_\_\_\_

Bank Name: \_\_\_\_\_

Bank Account No : \_\_\_\_\_

Signature :

Date :

If you agree upon the terms and conditions mentioned in the Terms of Reference, kindly please sign the reply slip and email it to [haslizayanti@mpc.gov.my](mailto:haslizayanti@mpc.gov.my) (019-3764858)

