

# QUOTATION

Attention to:  
**Ms. Shanthini Tamadoram**  
 Productivity & Competitiveness Development (PCD)  
 Email: shanthini@mpc.gov.my  
 Phone: +603 7955 7266

DATE	18/1/2021
QUOTE #	MPC/NCSWS01/DEL/01/21
CUSTOMER ID	MPC/NCSWSR
VALID UNTIL	18/4/2021

## COMPANY

MALAYSIA PRODUCTIVITY CORPORATION  
 Lorong Productiviti, Jalan Sultan,  
 46200, Petaling Jaya, Selangor.  
 Website: www.mpc.gov.my

DESCRIPTION	HOURS/TASKS	SERVICES (RM)	AMOUNT (RM)
Quotation Service Fee for Quotation for Rapporteur for 10 Sessions on NCS Webinar Series 2021	10	750.00	7,500.00
<b>Scope of work &amp; deliverables for Rapporteur:-</b>			
1. To attentively listen and prepare a detailed report of the webinar session. 2. To note down all Q&A during the webinar session 3. Produce a report with maximum of 5 pages 4. Arial font 12 5. 1.5 line spacing 6. To be submitted in 3 working days to MPC 7. To submit a complete rapporteur report with the required format description			
<b>Others : Terms &amp; Conditions</b> The payment for the webinar coordinator will be made upon the completion of 10 series of webinar sessions.			
[Labor: X hours at RM] N/A [Other Services] N/A			

<b>TERMS AND CONDITIONS</b>	Subtotal	7,500.00
1. Client will be billed after indicating acceptance of this quote 2. Payment will be due prior to delivery of service and goods 3. Please email the signed price quote to the address elvira.denise@gmail.com	Taxable	-
<i>Client's Acceptance (sign below):</i>	Tax rate	
<i>X _____</i> Name: _____	Tax due	-
	Other	-
	<b>TOTAL</b>	<b>RM 7,500.00</b>

*Denise Elvira Lim*

If you have any questions about this price quote, please contact

[Email To: Denise Elvira Lim, Contact No.: +6016 696 6814, E-mail: elvira.denise@gmail.com]

[Mailing address: No. 56, Jalan SS15/6A, Subang Jaya, 47500 Subang Jaya, Selangor]

*Thank You For Your Inquiry!*