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## QUOTATION

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**FROM:**

Romaiza binti Ab Rahman  
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**TO:**

Malaysia Productivity Corporation (MPC)  
Lorong Produktiviti Off Jalan Sultan  
46200 Petaling Jaya  
Selangor

**FOR:**

Appointment as the content writer for press release

No.	Task and Details	Quantity	Price Per Unit (RM)	Sub-Total (RM)
1.	Draft press release  Maximum 3 pages, formatted at normal margin, font Arial 12, 1.5 spacing	1 draft	1,000	1,000
<b>Total</b>				<b>1,000.00</b>

**Terms and Conditions**

- i. Delivery of draft is within three (3) days from the date assigned.
- ii. One off editing is inclusive after submission of each draft.

Prepared by:



Name: Romaiza binti Ab Rahman  
Date: 31 January 2021