



10 March 2021

Muhammad Fahmi Asyraf Bin Abd Kadir  
**Malaysia Productivity Corporation**

Telephone : 014 326 3676  
Email : [fahmiasyraf@mpc.gov.my](mailto:fahmiasyraf@mpc.gov.my)

Dear En Fahmi,

**General Proposal for MPC Meeting on 13 March 2021**

Greetings from Hilton Petaling Jaya!

We are delighted that you are considering our hotel for **MPC Meeting on 13 March 2021**

Based on your requirements, we are pleased to enclose our proposal for your perusal. Kindly be informed no venue for both meeting and stays has been booked or blocked as this is based inquiry. Should you wish to secure your event, should you wish to make a provisional reservation, please let me know immediately as space is subject to availability upon confirmation.

Please find below our proposal for your review, and we look forward to working with you to ensure the success of this event!

Yours sincerely,

*Marzianie Basaludin*

Marzianie Basaludin  
Senior Sales Manager - Group, Conference & Events  
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Full day Meeting at **MYR 160.00 nett** per person inclusive of:-

- Main Plenary Hall
- Welcome Refreshment with two type of snacks
- Morning Coffee break with three type of snacks
- Business Lunch
- Afternoon Coffee break with three type of snacks
- LCD Projector with screen
- 1 X Flipchart / Whiteboard with assorted of markers
- Meeting amenities, pencil, writing pads mints and bottled of water

**In addition to the above, we can also offer the following:-**

- Basement parking is at MYR 12.00 nett per entry per car with event validation
- Valet parking is at MYR 30.00 nett per entry per car

All food and beverage and meeting room rates are quoted inclusive of 10% service charge and 6% Service Tax, non-commissionable and in Ringgit Malaysia.

Please take note that quoted and contracted rates are subject to change in accordance to any Service Charge and Tax Legislation revisions imposed by Malaysian State or Malaysian Local government authorities. These changes are outside the realm of responsibility or inclusion on the part of Hilton Petaling Jaya and such changes shall be borne in full by **Malaysia Productivity Corporation**

#### **Sustainability: Hilton Worldwide Clean Air Program Southeast Asia**

We are the first and only major multi-brand hospitality company to make sustainability measurement and corrective action a brand standard at each of its 4,000 hotels globally.

Since 1 October 2012, Hilton Worldwide Clean Air Program in Southeast Asia have been offering organisations and individuals a sustainable choice for their conferences, meetings and social events. At no cost to customers, Hilton Worldwide will measure carbon emissions by all events at the property using its LightStay™ Meeting Impact Calculator, and purchase carbon credits to offset their environmental impact. The carbon credits will be used to fund renewable energy projects in Borneo and Cambodia.

### **Event Planner Points Program**

As the designated event planner for this event, all event planner is eligible to earn Hilton Honors Points® for all events with spending up to USD100K (1 Hilton Honors Points® for every USD1) spent. Eligible charges include all event-related spending (listed in the contract) paid for by the meeting/event planner named in this agreement (meeting room hire, catering, guest rooms, etc with the exception of service charges, taxes and third-party services). If guest rooms are NOT included in the Event Bonus agreement, members can earn points and miles for every eligible U.S. dollar charged to their individual hotel bill for qualifying stays.

The designated “Event Planner” eligible to receive the Event Planner Points for this Event is [TBA].  
The Event Planner’s Hilton Honors® Account Number is [TBA].

### **Location**

Dear Muhammad Fahmi, thank you for giving us the opportunity to bid for this prestigious event.

**Please be aware that this revised offer is valid until Friday, 12 March 2021 by 10 am and based on a Conference**  
– should either of these reduce in number, we reserve the right to re-adjust the rates quoted accordingly.

I look forward to working with you and will call to review this proposal.

Thank you.

Yours sincerely

*Marzianie Basaludin*

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Senior Sales Manager - Group, Conference & Events

#### **HILTON PETALING JAYA**

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*Lore Yun Yee*

**Lore Yun Yee**  
Director of Sales – Group, Conference & Events

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