



(Formerly known as IIUM Lower Education Sdn Bhd)

APPENDIX 1

REQUEST FOR QUOTATION

Tender No. : PD/RFQ/2017-4

Closing Date : 7th July 2017

Tender Title : **TO PROVIDE QUALIFIED SWIMMING INSTRUCTORS FOR SWIMMING CLASSES INTENDED FOR STUDENTS OF IISM (PRIMARY & SECONDARY) & SETIABUDI SCHOOL (PRIMARY & SECONDARY)**

No.	Descriptions	RM/Instructor/hour															
1.	<p>To provide qualified swimming instructors for swimming classes intended for students of International Islamic School Malaysia (<i>Primary and Secondary</i>) (IISM) & Setiabudi School (<i>Primary & Secondary</i>).</p> <p>The details information are as follows:-</p> <p>a. Our students consist of:</p> <table border="1"> <thead> <tr> <th>No.</th><th>School</th><th>No of Students</th></tr> </thead> <tbody> <tr> <td>1.</td><td>IISM (Primary)</td><td>327</td></tr> <tr> <td>2.</td><td>IISM (Secondary)</td><td>374</td></tr> <tr> <td>3.</td><td>Setiabudi (Primary)</td><td>829</td></tr> <tr> <td>4.</td><td>Setiabudi (Secondary)</td><td>470</td></tr> </tbody> </table> <p>b. Swimming classes are compulsory to all students and the swimming sessions will be on the alternate week between male & female students.</p> <p>c. The ratio of instructor to students is = 1 to 15 (maximum)</p>	No.	School	No of Students	1.	IISM (Primary)	327	2.	IISM (Secondary)	374	3.	Setiabudi (Primary)	829	4.	Setiabudi (Secondary)	470	
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	<p>d. The minimum and the maximum number of instructor (s) per session is 1 and 3 respectively.</p> <p>e. The payment for instructors is calculated on hourly basis.</p> <p>f. There is no swimming class during school holidays, examination days & in the month of Ramadhan.</p> <p>g. The contract offered is based on 2+1 year basis.</p> <p>h. Replacement instructor (s) should be provided in case of the regular instructor (s) are unable to come for the scheduled swimming classes.</p> <p>Note: All interested companies, please submit your company's profiles plus other documents including:</p> <p>a. 3 months latest bank account statements</p> <p>b. Past experiences and track records</p> <p>c. Total number of instructors and their names.</p>	
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Authorised Signatory

Name :

Tel No :

Company's Stamp :

NRIC :

Date :