



# TENDER NOTICE



## TENDER NO. T/COR/19023 – CONTRACT FOR SUPPLY OF BUSINESS CARD, LETTERHEAD AND ENVELOPE TO PENANG PORT SDN BHD

---

Penang Port intends to engage an established vendor/company to participate in the Request for Tender (RFT) exercise supply of business card, letterhead and envelope to Penang Port Sdn Bhd.

In order to understand the Scope of Work, vendors are required (**compulsory**) to attend a briefing session which will be held as follows:

**Date** : 14<sup>th</sup> November 2019 (Thursday).

**Time** : 2.30 p.m

**Venue** : Meeting Room 1, 3<sup>rd</sup> Floor, Penang Port Sdn Bhd  
No. 1 Pesara King Edward, 10300 Georgetown, Penang

**Officer in Charge** : En. Khairol Ikram bin Salamat

**E mail** : [ikram@penangport.com.my](mailto:ikram@penangport.com.my) , Tel. : 04-210 2226

Tender in the form of **CD-ROM** can be obtain at Procurement Department, 1st Floor, Main Administration Building, Penang Port Sdn. Bhd., Penang during office hours. Tenderer must provide copy of certificate of the Companies Commission of Malaysia (SSM) while taking the Tender Document.

The section shall be submitted in **two (2) different** sealed packages and to be clearly marked as:

### (TECHNICAL SECTION)

TENDER NO. T/COR/19023 – CONTRACT FOR SUPPLY OF BUSINESS CARD, LETTERHEAD AND ENVELOPE TO PENANG PORT SDN BHD, and;

### (COMMERCIAL SECTION)

TENDER NO. T/COR/19023 – CONTRACT FOR SUPPLY OF BUSINESS CARD, LETTERHEAD AND ENVELOPE TO PENANG PORT SDN BHD

and to be dropped into **TENDER BOX 'A'** at Cashier Unit, Finance Division, 1<sup>st</sup> Floor, Main Administration Building, Penang Port Sdn. Bhd., No. 1 King Edward Place, 10300 Penang **not later than 12.00 noon, 26<sup>th</sup> November 2019 (Tuesday)**.

### Delivery Times

Monday - Thursday : 8.15 a.m - 4.30 p.m.

Friday : 8.15 a.m - 12.45 p.m/2.45 p.m – 4.30 p.m.

Penang Port Sdn Bhd does not bind itself to accept any tender, the lowest tender or any part of any tender.