

Our Ref. : SDEC/RFP/IED-23004

Date : 20th January 2023

Dear Sir/Madam,

REQUEST FOR PROPOSAL (RFP) FOR THE DEVELOPMENT OF THE SME DIGITAL GRANT ONLINE PORTAL

Sarawak Digital Economy Corporation (SDEC) Berhad is company wholly owned by the Sarawak Government have been entrusted to lead the implementation of Sarawak's Digital Economy initiatives.

Therefore, we would like to invite your esteemed organization to participate in **'REQUEST FOR PROPOSAL (RFP) FOR THE DEVELOPMENT OF THE SME DIGITAL GRANT ONLINE PORTAL**. The terms and conditions are as follows:

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| Objective | To assist with the digitalisation of MSMEs across Sarawak by actualising the digitalisation efforts of the State Government. |
| Project Brief | To develop an online portal from end-to-end process with the aim to enhance the ease of application of the digital grant for the Micro, Small and Medium Enterprises (MSMEs) throughout Sarawak. |
| Deliverable | Development of an online portal for the SME Digital grant application. |
| Scope of Work | <ul style="list-style-type: none"> a) Developing an end to end, multiple language (English and Malay) online grant application portal with ease-of-use UI/UX and optical character recognition capabilities (OCR); b) Multiple access level for different users with a holistic dashboard; c) SarawakID and arrangement with SAINS for the API; d) A robust and dynamic portal which is able to adapt to increased usage in data and bandwidth as and when needed; e) A chatbot with ticketing system; f) Providing and managing the maintenance, backup and restoration of the services for the online portal either periodically, automatically or on demand for 2 years; g) Securing the information and data on the portal with compliance of Malaysian policy and law regarding data privacy and data protection; |

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| | <p>h) Documentations and reporting of the portal development; and</p> <p>i) Liaising with all relevant authorities and any other parties needed for the completion of the above scope of work.</p> |
| Duration and Timeline of the Project | Within Three (3) months after the Date of Award |
| Briefing Session | <p>Thursday, 26th January 2023 Thursday at 3:00PM.</p> <p>Link: https://bit.ly/briefing_Portal</p> <p>Kindly visit the link and register yourself ahead before the session.</p> |
| Submission of RFP | <p>3rd February 2023 (Friday), by 12:00 PM</p> <p>To submit your proposal, kindly log in SDEC MyVMS and follow these steps:-</p> <ol style="list-style-type: none"> 1. In homepage section Request For Quotation (RFQ) / Tender (RFT) / Proposal (RFP)> Click View List 2. Select the available RFQ / RFT / RFP 3. Download the Document 4. Re-Upload the Document <p>If you have any additional appendices to be attached, please archive/compress your file together with the proposal.</p> <p>*All proposals are to be marked as (RFP) – THE DEVELOPMENT OF THE SME DIGITAL GRANT ONLINE PORTAL</p> |

The Vendor whose proposal is accepted shall be required to enter into a formal contract with SDEC for the execution of the Work. SDEC reserves the right to accept any proposal as a whole or in part and SDEC may, at its option, reject any Proposal or accept any Proposal, which in SDEC's sole judgement, is the most advantageous to SDEC. SDEC will be no obligation to explain the reasons thereof.



We look forward to receiving positive participation from your organisation. Should you wish to participate in the above execution of work, kindly indicate your interest by replying to the participation **Reply Form** attached together with the company profile to us at **procurement@sdec.com.my by Monday, 30th January 2023, by 12.00 noon.**

Thank you and warmest regards.

Yours sincerely,

PROCUREMENT DEPARTMENT



SARAWAK DIGITAL ECONOMY CORPORATION BHD.

Address: Level 6, Wisma Satok. Jalan Satok, 93400 Kuching, Sarawak

Office: 082-549005

Fax: 082-523005

Email: procurement@sdec.com.my