

Our Ref. : SDEC/RFP/IED-23001
Date : 6th January 2023

BY INVITATION ONLY

Dear Sir/Madam,

REQUEST FOR PROPOSAL (RFP) – TRAINING DELIVERY PARTNER FOR MICRO, SMALL, MEDIUM ENTERPRISE (MSME) DIGITALISATION PROGRAMS ACROSS SARAWAK

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.

We would like to invite your esteemed organization to participate in **‘REQUEST FOR PROPOSAL (RFP) – TRAINING DELIVERY PARTNER FOR MICRO, SMALL, MEDIUM ENTERPRISE (MSME) DIGITALISATION PROGRAMS ACROSS SARAWAK’**. The terms and conditions are as follows:

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| Objective | To assist in the digitalisation of MSMEs across Sarawak via a comprehensive 6-month digitalisation program. |
| Deliverables | To deliver a 6-month digitalisation focused training and development programs for MSMEs across Sarawak. |
| Service Specification | Refer to Terms of Reference |
| RFP Briefing | 10th January 2023 (Tuesday), 4:00PM via ZOOM/TEAMS (Link will be emailed separately) RSVP Form : https://forms.office.com/r/srAUfVG5FT |
| Submission of RFP | 27th January 2023 (Friday), by 12:00 noon To submit your proposal, kindly log in SDEC MyVMS and follow these steps:- Submission email to procurement@sdec.com.my *All proposals are to be marked as (RFP) – TRAINING DELIVERY PARTNER FOR MICRO, SMALL, MEDIUM ENTERPRISE (MSME) DIGITALISATION PROGRAMS ACROSS SARAWAK on the email subject. |

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 Friday, 13th January 2023, by 12:00 noon.**

Thank you and warmest regards.

REFERENCE NO.: SDEC/RFP/IED-23001

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| To: | Procurement Secretariat Sarawak Digital Economy Corporation (SDEC) Berhad |
| Title of Project: | REQUEST FOR PROPOSAL (RFP) – TRAINING DELIVERY PARTNER FOR MICRO, SMALL, MEDIUM ENTERPRISE (MSME) DIGITALISATION PROGRAMS ACROSS SARAWAK |
| Acknowledgement: | The undersigned hereby acknowledge receipt of the above letter (a copy of which has been retained) and having understood the content therein, do hereby agree to the above terms and conditions. |
| Authorised Signatory: | |
| Name: | |
| Designation: | |
| Date: | |
| Official Stamp: | |

Note: 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, Friday 13th January 2023, by 12:00 pm.**