



### TENDER NOTICE

Suppliers registered with the **MINISTRY OF FINANCE, MALAYSIA (MOF)** under the relevant code and with a valid registration are invited for the following:

TENDER REFERENCE NUMBER AND DETAILS	
<b>UM.G/GD/PR/804/2024/22 (GE/GE03/2024/06/85101) – PROPOSAL FOR MANPOWER SERVICE SUPPLY (GENERAL EMPLOYEES) FOR NURSERY LANDSCAPE MAINTENANCE WORK, ORGANIZING OFFICIAL UNIVERSITY FUNCTIONS, DISPOSAL WORK, TRANSFER OF OFFICE / STAFF HOUSE FOR ESTATES DEPARTMENT, UNIVERSITI MALAYA 50603 KUALA LUMPUR FOR A PERIOD OF 3 YEARS</b>	
<b>Code</b>	<b>Description</b>
221104	Services / Employment / Labor
<b><u>Place of Submission of Tender Document</u></b> Procurement Centre , Financial Services Department, Bursary Office, Level 2, Chancellery Building, Universiti Malaya	
<b>Closing date on 16<sup>TH</sup> JULY 2024 (TUESDAY) 12.00 pm</b>	
<b>Registered with Universiti Malaya (Mandatory)</b>	
<b>Contact Person Regarding Tender Specification and Site Visit (Mandatory) :</b>	
<b><u>Contact Person</u></b>	<b><u>Briefing / Site Visit</u></b>
1) Mr. Maszairizam Masri Tel No. : 03-7967 3245 Email : zamracer@um.edu.my	Date : 21 <sup>st</sup> June 2024 (Friday) Time : 10.00 am Location: Auditorium, Jabatan Harta Benda
2) Mr. Mohammad Farid bin Ramli Tel No: 03-7967 3245 Email : faridramli@um.edu.my	Only the names listed in the certificate are allowed to participate in site visits. Supplier are required to bring a copy of company registration certificate with MOF with the specified code.
<b>Contact Person (Tender Document) :</b>	
1) Name : Mdm. Nur Ain Binti Mohd Tahir Tel No : 03-7967 6274 Email : ain86@um.edu.my	
2) Name : Mr. Izzad Izzaini Fitri Bin Rosman Tel No : 03-7967 6965 Email : izzadfitri@um.edu.my	
<p>Tender documents can be viewed from <b>TUESDAY, 18<sup>th</sup> June 2024</b> at Procurement Centre, Financial Services Department, Bursary Office, Level 2, Chancellery Building, Universiti Malaya during office hours and available to access online via the UM Procurement &amp; Payment Management System at <a href="https://vendor.um.edu.my">https://vendor.um.edu.my</a> on <b>FRIDAY, 21<sup>st</sup> June 2024</b> after the site visits. Suppliers who are interested to participate in the tender must email a copy of the Malaysian Ministry of Finance (MOF) certification with the specified specialization code to <a href="mailto:unit_perolehan@um.edu.my">unit_perolehan@um.edu.my</a> for eligibility verification..</p> <p>Suppliers are required to download the tender documents, print and upload the completed tender documents online as well as submit the original copy into the Tender Box before the closing date. Suppliers must register, bid and upload documents via UM Procurement &amp; Payment Management System at <a href="https://vendor.um.edu.my">https://vendor.um.edu.my</a> before the closing date.</p> <p>The completed tender document must be sealed, clearly marked with the tender reference number on the left side of the envelope and submitted in the Tender Box at the Procurement Centre , Financial Services Department, Bursary Office, Level 2, Chancellery Building, Universiti Malaya.</p> <p>For delivery through registered post/ courier, suppliers must ensure that the documents arrive safely at the mentioned address before or on the closing date. Late online submission and delays in submitting tender documents as per tender instructions will not be considered.</p>	

UM's tender notice are also available at the following links:

- i) <https://vendor.um.edu.my>
- ii) <https://myprocurement.treasury.gov.my>
- iii) <https://bendahari.um.edu.my>