

19 Rabiulawal 1445H  
4<sup>th</sup> October 2023

**TO RELATED VENDORS**

**LETTER OF INVITATION**

Dear Sir,

**Re.: PROVISION OF MAINTENANCE WORK FOR GRASS CUTTING AT IIUM  
DAMANSARA CAMPUS**

**Ref. No: DBSB/PROC/DAMANSARA/2023/RFQ/002**

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May this letter reach you in the best of *Iman* and health by the grace of ALLAH S.W.T.

We are pleased to inform that you are invited to participate in the Request for Quotation for the above works.

Subsequent to the above, we attached herewith the documents for your further action as follow;

- i) Invitation letter
- ii) Acknowledgement letter
- iii) Tender BQ

**1) Closing date of RFQ:**

The closing date of this RFQ is not later than **12.00 pm, Wednesday 11<sup>th</sup> September 2023**

**2) Tender Submission:**

RFQ document:

- a. **BQ, enclosed with company profile,**
- b. **latest 3 months of Bank Statement, and**
- c. **latest 3 years of Audited Account if your company is Sdn. Bhd or Management Account if your company is Enterprise**

should be submitted in hardcopy in a sealed envelope with the description **RFQ NO and TITLE at the right corner** of the envelope. Submission of the RFQ shall be addressed to:

Daya Bersih Sdn Bhd  
B1-2-3A, Level 2, Gaya Commercial Centre  
Lorong Selangor, Pusat Bandar Melawati,  
53100 Kuala Lumpur

However, you are also required to submit a softcopy via email to [procurement@dayabersih.com](mailto:procurement@dayabersih.com) for our reference and notification.

Should you require further information, you may email [procurement@dayabersih.com](mailto:procurement@dayabersih.com) or refer to our person in charge, En. Nurazuwan bin Mohamed Yahaya (03 - 4162 5560/5565). If Required Site Visit, Kindly Contact En Mior 019-3310601

Your cooperation on the above matter is highly appreciated.

Thank you and WASSALAM

For and on behalf of DBSB



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NURAZUWAN BIN MOHAMED YAHAYA  
Procurement Executive  
Daya Bersih Sdn Bhd