

13 JamadilAwal 1446H
14th November 2024

TO RELATED VENDORS

LETTER OF INVITATION

Dear Sir,

**Re.: REQUEST FOR REPAIRING WORK FOR CHILLER MOTOR REWINDING AT
INTERNATIONAL INSTITUTE OF ISLAMIC THOUGHT AND CIVILISATION (ISTAC).**
Ref. No: DBSB/PROC/GBK/2024/RFQ/016

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

Hence, we attached herewith the documents for your further action as follows;

- i) Invitation letter
- ii) Acknowledgement letter
- iii) Bill Of Quantity (BQ)

1) RFQ briefing: -

Date : 05th December 2024

Time : 10.30 A.M

Venue : STP4, Uthman, IIUM, Gombak Campus.

2) Closing date of RFQ:

The closing date of this RFQ is no later than **Noon, 10th December 2024 (Tuesday)**

3) RFQ Submission:

RFQ document: BQ, enclosed with company profile, latest 3 months of Bank Statement, and latest 3 years of Audited Account if your company is Sdn. Bhd or Management Account. All bidder needs to submit a 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 for our reference and notification.

Should you require further information, you may email procurement@dayabersih.com or refer to our person in charge, Ms. Raliyana Niesha (03 - 4162 5564/5565).

Your cooperation on the above matter is highly appreciated.

Thank you.

For and on behalf of DBSB

Raliyana

Raliyana Niesha
Procurement Executive
Daya Bersih Sdn Bhd