



## TENDER NOTICE

### OPEN TENDER

1. Eastern Pacific Industrial Corporation Berhad ("EPIC") (Company No.:198101000559 (66667-K)) wishes to invite prospective tenderers who meet the below requirements to participate in below tender:
  - a. Company in Malaysia registered with Companies Commission of Malaysia (Suruhanjaya Syarikat Malaysia (SSM)
  - b. Registered with Minister of Finance (MOF) with relevant IT code 210103 & 210104
  - c. Have experience in Human Resources system solution
  - d. Have system available in the market and experience in project implementation and completion within the last five (5) years.

TENDER NO	TENDER TITLE	TENDER DOCUMENT PRICE	TENDER BOND
EPIC/HR/2023/07 (03)	PROPOSED NEW TOTAL HR SOLUTIONS SYSTEM FOR EPIC BHD AND SUBSIDIARIES	RM200.00  To be paid before purchase of ITB @ Tender Document.  Not refundable	RM5,000.00  To be provided during submission of tender.  Refundable upon completion of tendering process

2. Tender briefing and site visit are **COMPULSORY**. Tenderers are also requested to confirm their interest to attend the briefing by completing the Confirmation of Tender Participation Form and email to [epictender@epicgroup.com.my](mailto:epictender@epicgroup.com.my) by **23 July 2023 (Sunday) before 4 pm**. Tenderers are required to provide name of company, contact person and telephone number.

Only tenderers who fill up Confirmation of Tender Participation Form in advance to join this tender is eligible to join tender briefing that will be held on **24 July 2023 (Monday)** at **Dewan Theatre, Admin Building B, Kemaman Supply Base, Teluk Kalong, Kemaman, Terengganu**.

Time 10.00 am – 10.15 am: Registration of Tenderer

10.15 am – 12.00 pm: Tender Briefing & Site Visit

3. Only tenderers who have attended the tender briefing and site visit are **qualified** to purchase the Tender Document.
4. Sales of Tender Document shall commence from **24 July 2023 (Monday)** until **25 July 2023 (Tuesday)** before 5.00 pm. Please call Group Supply Chain of EPIC Bhd at 09-8602273/74/77 during office hour or email to Tender Secretary at [epictender@epicgroup.com.my](mailto:epictender@epicgroup.com.my) for any queries.

Payments for the Tender Documents of **RM200.00** are to be made in the form of online payment payable to **EASTERN PACIFIC INDUSTRIAL CORPORATION BERHAD** to account number **1053 7000 0703 (Affin Islamic Bank)** and proof of payment shall be emailed to Tender Secretary at [epictender@epicgroup.com.my](mailto:epictender@epicgroup.com.my) . Please indicate on the bank-in slip the purpose of making this payment. All payments for the Tender Documents are not refundable.

Tender document will be e-mailed to all interested bidder who already provided proof the payment with bank slip/ receipt.

5. Tenderer must submit the complete Tender Proposal in **two (2) separate documents** for **TECHNICAL** and **COMMERCIAL**. Please email to Tender Secretary at [epictender@epicgroup.com.my](mailto:epictender@epicgroup.com.my) and the documents shall be protected with password.
6. The closing date for the submission of the completed Tender documents is on **6 August 2023 (Sunday) before 12.00 noon.**
7. EPIC shall not entertain and consider any late submission of tender proposals.
8. Please note that our tender communication method is **ONLY** via email. Thus, please provide a valid email address during confirmation of interest to attend the briefing and site visit.
9. EPIC is not bound to accept the lowest offer and shall not be responsible for any cost incurred by the tenderer(s) as a result of this tender exercise.

[www.epicgroup.com.my](http://www.epicgroup.com.my)



## **CONFIRMATION OF TENDER PARTICIPATION FORM**

Attention: **TENDER SECRETARY**

### **PROPOSED NEW TOTAL HR SOLUTIONS SYSTEM FOR EPIC AND SUBSIDIARIES**

**TENDER CODE: EPIC/HR/2023/07 (03)**

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We, \_\_\_\_\_, hereby acknowledge receipt of the Invitation for tender briefing and site visit of **PROPOSED NEW TOTAL HR SOLUTIONS SYSTEM FOR EPIC AND SUBSIDIARIES** dated 24 July 2023, 10.00 a.m (Monday).

#### **SITE VISIT PARTICIPATION:**

☐ We have read and understood the content of the said Notice of Tender and hereby acknowledge our interest to attend the site visit at the date/time/venue stated therein.

☐ We would like to apologize for our inability to participate in the site visit for the said Tender.

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☐ We hereby confirm to purchase Tender Document **RM 200.00**

**(Please (√) where applicable)**

Thank You.

Yours faithfully

#### **Signature of Tenderer**

Name in Full and NRIC : \_\_\_\_\_

\_\_\_\_\_

Name of Company : \_\_\_\_\_

Address and Rubber Stamp  
of Company : \_\_\_\_\_

Date : \_\_\_\_\_