

# Request for Submission of Tender for the Appointment of Design and Build Contractor for the 'Asia School of Business Fit-out' (ASB Fit-out) Project

## IMPORTANT NOTICE

Asia School of Business Fit-out Project is part of the ASB Academic building which is under the auspices of ASB Management Sdn. Bhd. (ASBM) (1075414-U). Upon award, ASBM, as the ASB Fit-outs project owner, will sign the agreement with the winning company.

Tender proposals are invited from qualified and experienced fit-outs contractors for the 'Asia School of Business Fit-outs' (ASB Fit-out) project.

### Mandatory Requirements

Only companies which fulfill the following requirements will be considered:-

- Must be registered in Malaysia;
- Must have valid registration with the Construction Industry Development Board Malaysia (CIDB) under G6 or G7;
- Must have experience in retrofit or refurbishment or renovation projects of RM15 million cumulative value within the last five (5) years;
- Must have experience in design and build contract;
- Must have a minimum positive net worth of RM1 million in the recent financial year;
- Must submit declaration of outstanding legal case on the company and/or any of its directors;
- Must submit an Earnest Money (Tender Deposit) of RM7,000.00 in the form of a Bank Draft and a proof of site visit upon submission of the tender documents. The Bank Draft is payable to "**ASB Management Sdn Bhd-Fees**". Personal cheques will not be accepted;
- Must submit proof of site visit upon tender submission.

### Issuance of Tender Document

Tender documents may be purchased during normal office hours (9.00 a.m. to 5.00 p.m.) between **12 March 2024 to 18 March 2024** from the Tender Secretariat at the following address:-

Asia School of Business  
Bangunan Akademik ASB  
Admin Office (OF-W1-01) Level 1  
11, Jalan Dato' Onn  
50480 Kuala Lumpur

During the collection of the tender documents, companies are required to present the following:-

- (a) a copy of company incorporation certificate issued by the Companies Commission of Malaysia;
- (b) a copy of company registration certificate issued by CIDB; and
- (c) a non-refundable fee of RM1,800.00 in the form of Telegraphic Transfer payable to;

**Account Number : 5141 5043 9951**  
**Account Name : ASB Management Sdn Bhd – Fees**  
**Bank Name : Malayan Banking Berhad**  
**SWIFT Code : MBBEMYKL**  
**Remarks : Personal cheques will not be accepted.**

### Site Visit and Project Briefing

A compulsory site visit and project briefing to all interested companies will be held as follows:-

	Site visit	Project briefing
Date	Friday, 15 March 2024	Friday, 15 March 2024
Time	9.30 a.m.	11.00 a.m.
Venue	ASB Academic 11, Jalan Dato' Onn 50480 Kuala Lumpur <i>(opposite of Bank Negara KTM Komuter Station)</i>  (see map attached)  <i>Please gather at the entrance of the ASB Academic building by 9.30 a.m.</i>	ASB Academic Level 2 Classroom (CR-W2-04) 11, Jalan Dato' Onn 50480 Kuala Lumpur

Companies which are interested in attending the said site visit and project briefing are required to confirm their attendance (limited to two (2) authorised officers) with the Tender Secretariat before **12pm on 14 March 2024**.

### Submission of Tender Documents

All completed tender documents must be signed and enclosed in a sealed envelope and to be marked with the project title on the upper left-hand corner of the envelope. The tender documents must be placed into the tender box located at Asia School of Business, Bangunan Akademik ASB, Admin Office (OF-W1-01) Level 1, 11, Jalan Dato' Onn, 50480 Kuala Lumpur **no later than 12.00 noon on 27 March 2024**.

Companies are notified of the requirements for security check at ASB Academic building and hereby advised to plan your movements accordingly to ensure timely submission of the tender documents. ASBM shall not be responsible for delay in the submission of the tender documents. Proof of posting shall not be accepted as evidence for submission of the tender documents.

ASBM shall not be bound to accept the lowest price or any tender proposal nor will it be responsible for whatever costs incurred in relation to this tender exercise.

### Confidentiality of Tender Documents

The tender document is strictly confidential and restricted only to the company. Information contained in the tender documents shall not be disclosed directly or indirectly to any party, unless expressed otherwise in writing by ASBM. The tender proposals from the companies shall also be treated as strictly confidential.

**For enquiries**, please contact:

Encik Steven Wong – 012-288 5223 ([steven.wong@asb.edu.my](mailto:steven.wong@asb.edu.my))

Encik Muhamad Salehuddin Nordin – 012-353 8449 ([msaleh@bnm.gov.my](mailto:msaleh@bnm.gov.my))

Encik Zulkhairi Ahmed – 013-461 9606 ([zulkhairi@bnm.gov.my](mailto:zulkhairi@bnm.gov.my))

Appendix  
**Map of ASB Academic Building**

<https://maps.app.goo.gl/LsbXji6ndXSV4k2Z7>



Here is the short video on how you can get to our campus, <https://asb.edu.my/getting-to-asb>