



**TENDER FOR THE RENOVATION WORKS OF MCMC ACADEMY'S  
OFFICE AND LEARNING FACILITIES  
AT  
OLD MCMC HEADQUARTERS BUILDING, CYBERJAYA**

**9 January 2018**

# Objectives

To share the proposed renovation works of MCMC Academy's for human capacity building programmes at the Old MCMC HQ.

This presentation will include the following:

- i. Background
- ii. Scope of work
- iii. Timeline



# Background

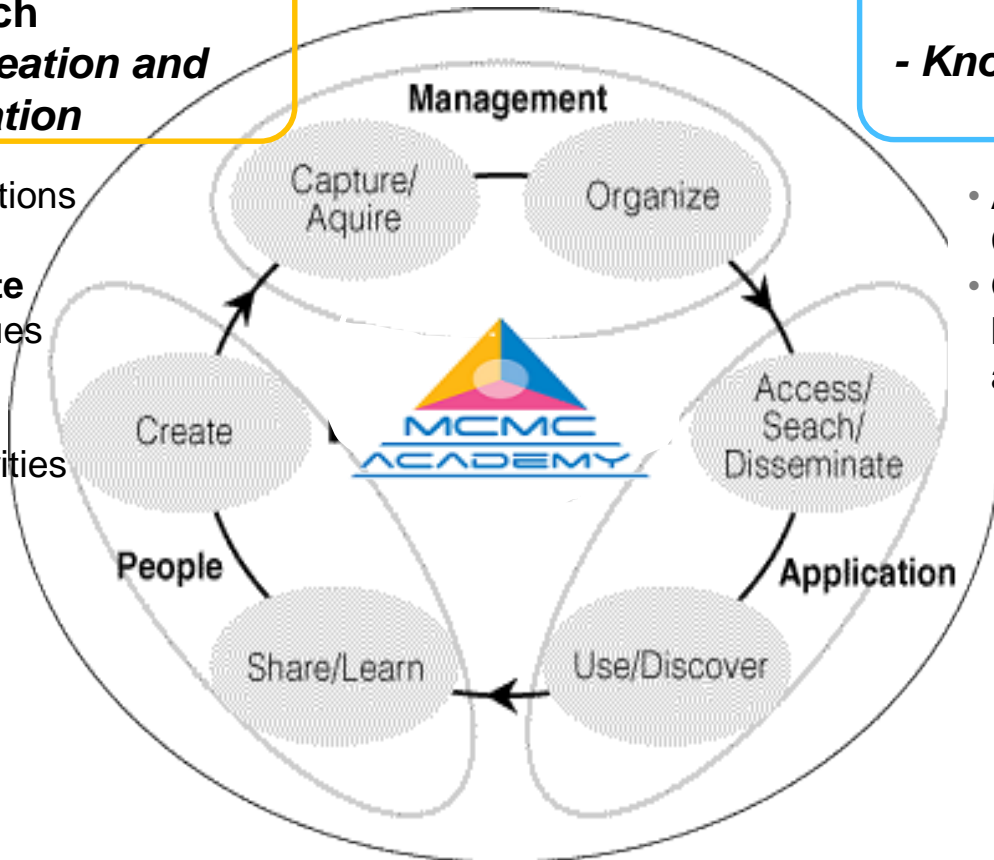
MCMC's Academy - Learning spaces are required to effectively deliver its three key roles



## Institutional Liaison & Research

- **Knowledge Creation and Collaboration**

- Build linkages to institutions in collaboration and research to **build/create** new knowledge on issues and challenges of the industry
- Promote research activities



## Knowledge Resource Management

- **Knowledge Sharing and Repository**

- A reference resource on C&M industry
- **Organize and disseminate** knowledge resource (tacit and explicit)

## Collaboration with external parties

- IHLs (Local and Private)
- L&D institutions
- Other government institutions
- International institutions



## Training

- **Knowledge Expansion and Enhancement**

- **Capacity building** needs for MCMC
- Certification/Exams
- Internal or external, local and oversea sourced or collaboration program



# Academy Spaces Requirement

- to deliver a variety of learning activities & initiatives



	<b>Purpose(s)</b>	<b>Requirements</b>	<b>Location</b>
<b>Academy Administration Space</b> <b>1</b>	Activity management centred in MCMC HQ (old) except KMRC (at Tower1) to administer, coordinate and run the planned programmes/initiatives	<ul style="list-style-type: none"><li>• Workstation &amp; Space for 20 staff</li><li>• Meeting room (15- 20 pax)</li><li>• Learning Content Development Project Room (4-5 pax)</li><li>• Storeroom (20ft x 20ft)</li></ul>	MCMC old building: Second Floor,
<b>Learning &amp; Development Space</b> <b>2</b>	Training programmes , certification/exams hosted in-house	<ul style="list-style-type: none"><li>• Three (3) training rooms (30 pax/room) - collapsible wall</li><li>• 1 computer lab</li><li>• F&amp;B area</li><li>• Trainers/speakers workstations</li><li>• Reserve space for Cyber range</li></ul>	MCMC old building: Second Floor

# Renovation Work of MCMC's Academy spaces Budget & Timeline



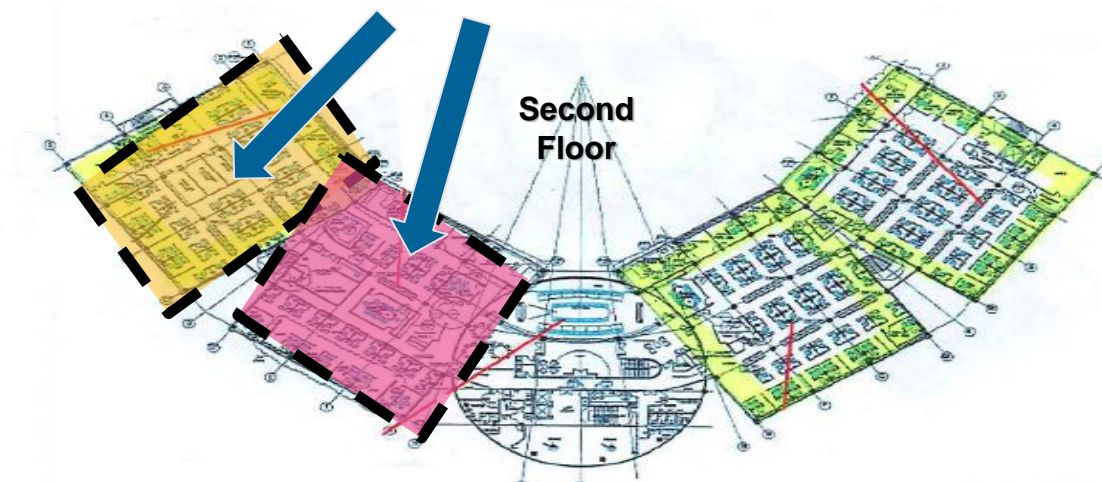
## Details of Requirement

Renovations Works – including Mechanical & Electricity,  
Furniture etc

## Timeline

3 to 4 Months

## MCMC Academy Spaces



# Academy Spaces Requirement

## - Scope of Work

---



1. Clear, demolish and prepare the identified areas for renovation works.
2. Interior fit out works - the installation of ceilings, floors, furnishings, and partitions of a building, as well as the installation of all required building services including workstations, training rooms, computer labs, meeting rooms, training project room, exhibition facilities, food and beverages areas and storeroom.
3. Supply & install loose and built in furniture
4. Supply & install mechanical & electrical works
5. Supply, install and setup IT and telecommunications equipment
6. Supply, install and setup training aids, facilities and equipment
7. The Tenderer shall liaise with all relevant authorities, utilities companies and other parties required for the completion of the above scope of work.

The details are as per Tender Drawing.

# TENDER COMPLIANCE

# Requirement

---



**The tenderer shall have:**

Registered with Construction Industry Development Board (CIDB) with minimum G4 license;

No outstanding tax(es) with Inland Revenue Board of Malaysia ;



# Each tender submission shall comprise :

---



Technical Submission  
( 1 Original & 1 Copy)

Technical CD

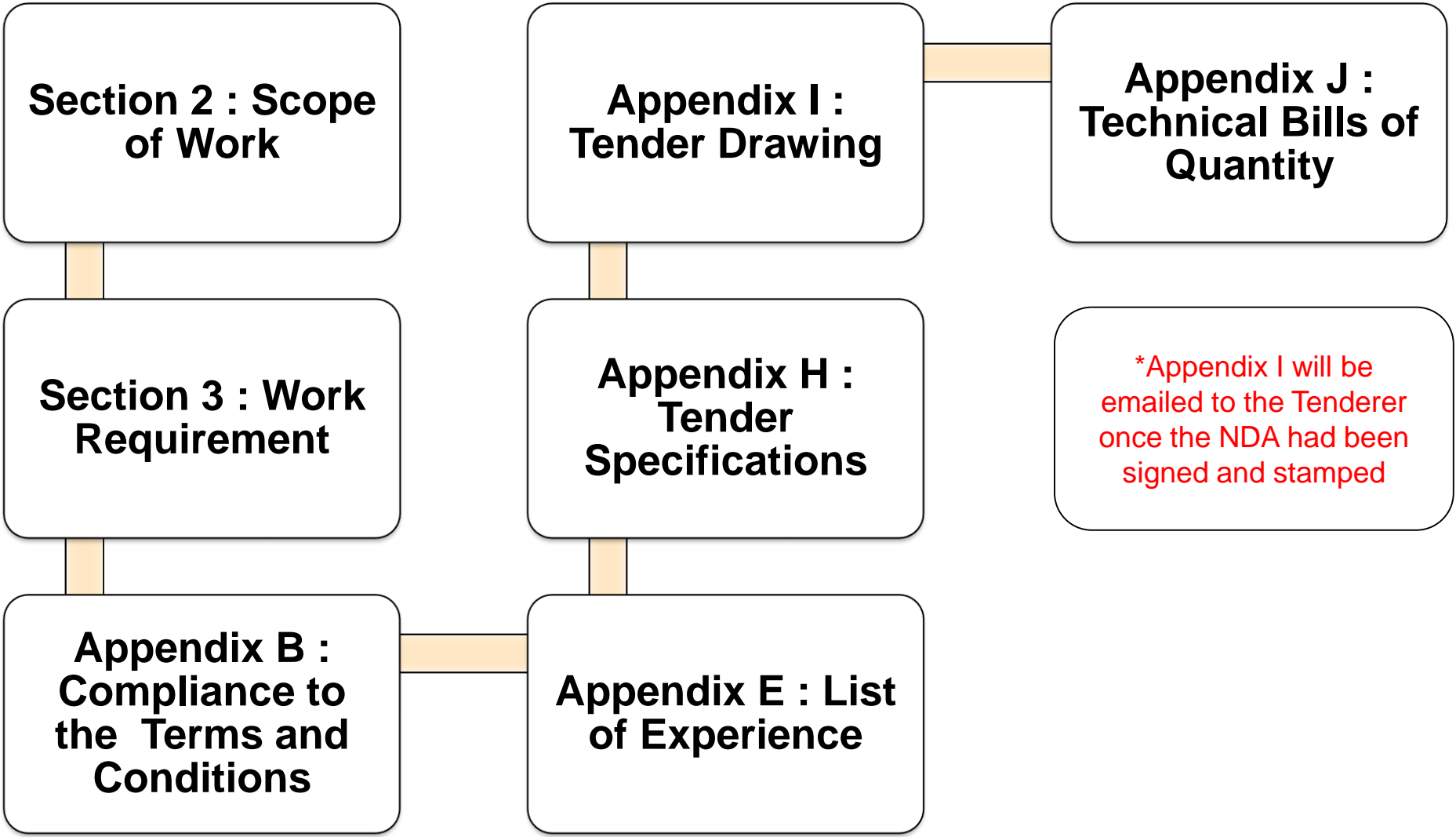
Financial Submission  
(1 Original & 1 Copy)

Financial CD

Must be type written & in English language

To complete [Acknowledgement Form](#) at the counter provided.

# Technical Submission



# Financial Submission



1. **Section 3 : Work Requirements**
2. **Section 4 : Terms and Conditions of Tender**
3. **Section 5 : Post Tender Award Terms and Conditions**
4. **Appendix A : Statement of Compliance to the Terms and Conditions of Tender**
5. **Appendix C : Form of Tender Document**
6. **Appendix D : Form For Business Profile**
7. **Appendix F : Schedule of Price**
8. **Appendix K : Tenderer's Declaration**
9. **Appendix L : Declaration of Interest By Tenderer**

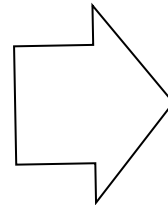
**❖ Please ensure that the official receipt (tax invoice) is attached to Appendix C. Failure shall invalidate your submission.**

# Closing Date



## Tender Clarification

- Strictly via email to [tender@cmc.gov.my](mailto:tender@cmc.gov.my) only
- Before 5:00pm
- On 24 January 2018



## Tender Submission


- On or before 1 February 2018
- Before 12.00 noon
- Late submission shall be rejected

Malaysian Communications and Multimedia Commission (MCMC)  
(Old Building) Off Persiaran  
Multimedia 63000 Cyberjaya  
Selangor Darul Ehsan

THANK YOU

# Acknowledge Form



		<b>MCMC/SISD(1)/DC/TC/01/17(01)</b> ( Acknowledgement of Submission )		TENDER Data Centre
				Version 1
<b>COMPANY PARTICULARS</b>				For MCMC use only
1.	Company Name :			
2.	Company Address :  Tel. No : Fax. No : Email Address :			
3.	Name of representative :			
4.	Contact Persons (Maximum Three Only):			
a.	Name : Designation :	Tel : Email :	Signature:	
b.	Name : Designation :	Tel : Email :	Signature:	
c.	Name : Designation :	Tel : Email :	Signature:	
5.	Details of Submission:			
	No. of Box (Boxes)/ Envelope(s) :		Acknowledged Received : (Day / Date / Time)	

Return