



## **QUOTATION FOR THE SUPPLY AND DELIVERY OF GENERAL STATIONERY AND PAPER PRODUCT**

### **QUOTATION NO: 02/2019**

1. Quotations are invited from Contractor who are registered with **UPKJ SUPPLIES AND SERVICES, Class C, Head VIII, Sub-Head 3(b)** and possess valid UPKJ registration for the supply and delivery of general stationery and paper product.
2. Quotation Documents are obtainable from Finance Division, Purchasing Section, 6<sup>th</sup> Floor POB, Jalan Pelabuhan Pending, Kuching upon payment of **Non-refundable Document Fee** of Ringgit Malaysia Fifty only **[RM 50.00]** in the form of cash or cheque made payable to **Kuching Port Authority**.
3. The **Original Copy** of Unit Pendaftaran Kontraktor Dan Juruperinding (UPKJ) Certificate and Surat Pengiktirafan Status Bumiputra (if relevant) issued by State Financial Secretary's Office (SFS) should be presented for verification when collecting the document together with an authorized letter from the Licensee [if the documents are to be collected other than the Licensee] failing which Documents will **NOT** be issued.
4. A company is allowed to collect and submit **one [1] set** of Quotation document only.
5. The submission of The Document shall be in sealed envelope and be marked **"QUOTATION FOR THE SUPPLY AND DELIVERY OF GENERAL STATIONERY AND PAPER PRODUCT"** and be addressed to **THE CHAIRMAN, QUOTATION COMMITTEE, KUCHING PORT AUTHORITY, P.O. Box 530, 93710, Kuching** or if delivered to be placed in **QUOTATION BOX** at **Registry, 7<sup>th</sup> floor, Port Operations Building, Jalan Pelabuhan, Pending, Kuching**.
6. The closing date of the Quotation is on **30<sup>th</sup> January 2019** at **12.00 noon**. Quotation documents received after the closing date and time will not be considered.
7. Kuching Port Authority does not bind itself to accept the lowest of or any Quotation, nor to assign any reason for the rejection of any Quotation.

**GENERAL MANAGER  
KUCHING PORT AUTHORITY**