



**SIBU MUNICIPAL COUNCIL**  
**QUOTATION NOTICE**

Quotation is invited for the following :-

Item	Class/Head/ Subhead	Quotation Reference	Description of Quotation	Quotation Document Fee (Non- Refundable)
1	Interested Bidders	Q/SMC/ADM/2062/1	PRODUCTION OF DOCUMENTARY VIDEO FOR THE 40TH ANNIVERSARY OF SIBU MUNICIPAL COUNCIL	RM10

- a. Quotation documents are obtainable at **SMC Level 19 Council's Treasury Section or SMC Level 21 (River View Wing) Landscape Unit, or Ag. Municipal Secretary's office, Level 23, Wisma Sanyan, Sibü** on the following days and time:  
**Monday – Thursday : 8:00 a.m. - 12:00 noon**  
**Friday : 8:00 a.m. - 11:00 a.m.**  
**Monday – Friday : 2:15 p.m. - 3.30 p.m.**
- b. Upon payment of non-refundable documentation fee of RM10.00 per set by Cash/Cashier' Order made payable to '**SIBU MUNICIPAL COUNCIL**'.
- c. The tenderer is required to produce the Original Copies of the following for verification before the quotation document can be issued .
- (i) **Current Trade Licence and Business Name Registration Certificate**
- (ii) **All Quotation document must be collected by a Company's Director or Senior Officer with Letter of Authorization from the Company and to bring along the Company's Chop**
- d. Any quotation delivered after the stipulated time from whatever cause will not be considered.
- e. All quotation must be submitted in a sealed envelope clearly marked the subject on the left-hand corner and addressed to:-
- Ag. Municipal Secretary  
Sibu Municipal Council  
Level 23, Wisma Sanyan, No. 1, Jalan Sanyan, 96000 Sibü
- to reach him not later than **12:00 noon on 5 October 2021**
- f. The Council does not bind itself to accept the lowest quotation or any quotation received nor will it be responsible for any cost incurred by the participant.

Ag. Municipal Secretary  
Sibu Municipal Council

Date : 25 September 2021