



KFY MANAGEMENT SERVICES (0022630232-X)

848, Jalan Selesa Satu, Taman Gembira, 58200 Kuala Lumpur.

T: +6012-410 9371 E: khengfahyap@gmail.com

Date : 27/02/2024

Proposal No : A/LLG/QMS/01

LLG Industries Sdn Bhd

No. 19, Jalan SB Jaya 3,
Taman Perindustrian SB Jaya,
47000 Sungai Buloh, Selangor Darul Ehsan
Email: timothy.licin@gmail.com

Attention: Mr. Timothy Tang

SUBJECT: PROPOSAL OF COST FOR CONSULTATION, TRAINING & DOCUMENTATION TOWARDS ISO 9001:2015 (3 years cycle)

Please find below the quotation of cost for the above subject.

Work Title:	CONSULTATION, TRAINING AND DOCUMENTATION TOWARDS ISO 9001:2015
Proposed Commence Date:	TBA
Duration:	3 to 6 months
Company Registration	TBA
Scope of Registration	Provision Of Manufacturing & Marketing of Cleaning Chemical and Detergent Products for Household.
Numbers of Employees	13 personnel
Venue:	Conducted at client premise.
Consultation Scope of Work Stage 1	<ul style="list-style-type: none">• Awareness Training on ISO 9001:2015• Conduct and guiding HOD to established documents in reference to the ISO 9001:2015 requirements• Risk & Opportunity Assessment
Stage 2	<ul style="list-style-type: none">• Conduct Internal Quality Audit Training• Review on the completed documentation for implementation• Assist in conducting Internal Quality Audit• Assist in conducting Management Review Meeting
Stage 3	<ul style="list-style-type: none">• Conducting external audit for certification
Consultation Fee (a)	RM 11, 000.00 (Contractual sum)



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Certification Fee AGM (b)	Certification Cost for the first year audit fees Main audit including Stage 1 document review audit = RM 6,000.00
Registration Fees	NIL
Yearly Surveillance Fee (for next 2 years)	Yearly Surveillance fees for the next two years RM 2,700.00 per year
Contract Package (a) + (b)	Total Package Consultation & Certification (for 1st year) RM 11,000.00 + RM 6,000.00 = RM 17,000.00 (Ringgit: Seventeen Thousand Only)

TERMS OF PAYMENT

Total Consultation Fees **RM 17,000.00 (Ringgit: Seventeen Thousand Only)**

- Upon signing agreement (RM 3,000.00)
- On completion stage 1 (RM 3,000.00) - 1st month
- On completion of stage 2 (RM 3,000.00) - 2nd month
- On commencement of stage 3 (RM 3,000.00) - 3rd month
- Balance RM 5,000.00 to be paid on 2 monthly instalment. @ RM 2,500.00 each (for 2 months)

NOTE: Fees quoted do not include outstation travel outside of Klang Valley.

- Payments are to be made in favor of **KFY MANAGEMENT SERVICES**.
- All payments should be made within 7 days from the date of receipt of the invoice.
- **KFY Management Services** reserves the right to withhold any documentation or information; or void the contract if payment is not made as per the above terms stated.

IN CONCLUSION

KFY MANAGEMENT SERVICES would like to take this opportunity to thank the Management of **LLG INDUSTRIES SDN BHD** for giving serious consideration to our proposal. We would like to reiterate our enthusiasm to establish a mutually beneficial working relationship.

THANK YOU.



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ASSIGNMENT ENGAGEMENT

LLG INDUSTRIES SDN BHD officially confirms that **KFY MANAGEMENT SERVICES** is engaged as CONSULTANT to provide the services described in this proposal in accordance with the terms of business stated in this document. **Proposal A/LLG/QMS/01 dated 27/02/2024** for a **Total Contractual Sum of RM 17,000.00 (Ringgit: Seventeen Thousand Only)**

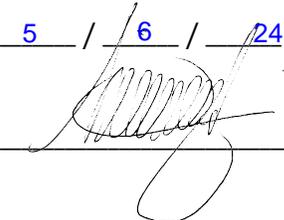
KFY MANAGEMENT SERVICES undertakes upon signing this agreement to provide the services as mentioned above in accordance with the terms of business stated in this documented with the total investment of the said project.

Sign for and on behalf of **LLG INDUSTRIES SDN BHD**

Name Timothy Tang

Designation Director

Date 5 / 6 / 24

Signature  **LLG Industries Sdn Bhd.**
(1185613-P)
No. 19, Jalan SB Jaya 3,
Taman Perindustrian SB Jaya,
47000 Sungai Buloh, Selangor D.E., Malaysia.
Tel: 03-6140 5292 Fax: 03-6150 8862

Signed for **KFY MANAGEMENT SERVICES**

Name _____

Designation _____

Date ____ / ____ / ____

Signature _____