

1. Background

INSKEN is an agency under the purview of Ministry of Entrepreneur Development and Cooperatives (MEDAC) that offer entrepreneurship development initiatives through training and coaching programmes.

In line with INSKEN's tagline; "Growing Tomorrow Entrepreneurs", INSKEN ensures all programmes conducted are based on industry need. The programmes will be executed through smart collaboration with industry practitioners, professional and government agencies in order to strengthen national entrepreneurship ecosystem.

VISION

Realizing the National Entrepreneurship aspiration through capacity building of entrepreneurs with outcomes.

MISSION

- Strengthening the entrepreneurial development ecosystem by measuring outcomes.
- Enhancing entrepreneur's ability to be resilient, competitive and global.
- Encouraging collaborations between Ministries, Agencies and Industries.
- Preparing entrepreneurs to be catalysts and leading trends and markets.

2. Scope of Work

INSKEN is soliciting proposals from qualified anchor i.e. the industry practitioner(s) to deliver **training, coaching (business guidance), mentoring and entrepreneurship elements** to facilitate the agripreneurs in scaling up their business.

The programme will be executing in 2 phases focusing on the following states:

- Phase 1: Perlis, Kedah and Sarawak
- Phase 2: Selangor, Pahang/Kelantan, Melaka/Johor and Perak

3. Programme Summary

BACKGROUND	<ul style="list-style-type: none">• The programme will be led by the anchors i.e the industry players who have been identified at the selected state based on criteria set out• The selected participants / agripreneurs will undergo training and coaching (business guidance) as well as learning the new technologies to improve the crop yields using the fertigation technique• Fertigation is the injection of fertilizers, used for soil amendments, water amendments and other water-soluble products into an irrigation system. Fertigation is related to chemigation, the injection of chemicals into an irrigation system
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<p>OBJECTIVES</p>	<ul style="list-style-type: none"> • To inculcate interest in farming industry among the participants by adopting the new agriculture techniques / technologies • To facilitate the existing agripreneurs / entrepreneurs in the selected states to scale their business into the next level, by increasing their sales and number of employees • To allow the participants to gain thorough exposure in agriculture business • To inculcate entrepreneurial traits to the participants by instilling sense of ownership on their businesses
<p>OUTCOME</p>	<p><u>ENTREPRENEURS KPI:</u></p> <p>At the end of this programme, participants are expected to achieve the following KPI:</p> <ul style="list-style-type: none"> • 50% increase in turnover and/or • Offers employment opportunities during or at the end of the programme • Improve business gaps (subject to industry requirements) • Completed coaching activities in the programme

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OUTCOME	<p><u>ANCHOR’S RESPONSIBILITIES:</u></p> <ul style="list-style-type: none"> • To ensure 50% of entrepreneurs (participants) able to increase minimum 50% of their turnover • To ensure 90% of entrepreneurs (participants) will be able to achieve target / KPI’s and give full commitment to this programme • To identify potential participants and locations, develop a system of fertigation, train & coach, provide technical monitoring and purchase of crops for the participants • To establish programme schedule and SOP crops • To manage, coordinate and provide agricultural inputs such as AB fertilizers, foliar fertilizers, insect / fungicides, seeds and hormones on credit basis for the first 3 seasons of the year. The second year onwards, 50% input credit will be given and the remaining 50% after the harvest is purchased by Anchor • To provide the 2L (Lawat and Latih) system and sells the proceeds under the contract farming concept • To manage all the participants and ensure they are being trained and commit to complete the programme till the end. Shall there are any drop outs and issues related to the participants, anchor needs to resolve this matter and discuss with INSKEN immediately
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	<ul style="list-style-type: none"> • To submit report progress to INSKEN on monthly basis (every 5th of the month) and update the information required in INSKEN • Provide technical advisory services (Coaching), train, assist in field records, and liaise with MOA agencies to certify MY GAP (Good Agriculture Practice) certification • Has an obligation to purchase 70% of the produce at a price and grade as determined by the company. Min 30% will be sold separately by the participants • To provide flexibility to the participants to identify other sales distribution channels to market their products
<p>PROPOSED STATES</p>	<p>The proposed states are as below:</p> <p>Phase 1:</p> <ul style="list-style-type: none"> i. Kedah ii. Perlis iii. Sarawak <p>Phase 2:</p> <ul style="list-style-type: none"> i. Selangor ii. Pahang/Kelantan iii. Melaka/Johor iv. Perak
<p>GENERAL</p>	<ul style="list-style-type: none"> • Malaysian • Business registered in Malaysia

<p>PARTICIPANTS CRITERIA</p>	<ul style="list-style-type: none"> • The business has been operational in agriculture sector for a minimum of 1 year • Owner of the land / lease of land • Free from any credit issues (with other financial institutions in Malaysia) • Full time participants/agripreneurs • Committed and agree to complete the entire of 12 months programme
<p>ANCHOR CRITERIA</p>	<ul style="list-style-type: none"> • Ownership - Chosen anchor must manage his/her own business. • Experience - Industry related experience – At least 5 years experience and business is still in operation. • Turnover - Excellent business track record – Minimum annual turnover of RM 300,000.00 for at least 3 consecutive years (including current year). • Legal Actions - Must not have any legal actions against the company / entrepreneur / member of Board of Directors (BOD). • Expertise / Training (Optional) - Accredited & registered with NDTS (National Dual Training System) / SLDN (<i>Sistem Latihan Dual Nasional</i>) provider. • Certifications (Optional) - Must be certified by ministries/authorities related to the industry.

NUMBER OF PARTICIPANTS	20 participants will be selected to participate in the programme in each state selected. The target segments are B40, youth, disabled and women
DURATION	Max 1 year (3 cycles)
FORMAT	Training, coaching, mentoring and monitoring by Anchors through the Mentor System (Training includes SOP and Systematic Operations of Farm)
QUALITY PRODUCT	The project adopts premium product quality production based on farm accreditation practices and preparation for My Gap certification
NOTES	INSKEN have the rights to change (if any) the programme content in order to ensure the success of the programme

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4. Framework

The twelve (12) months programme will involve the following framework:

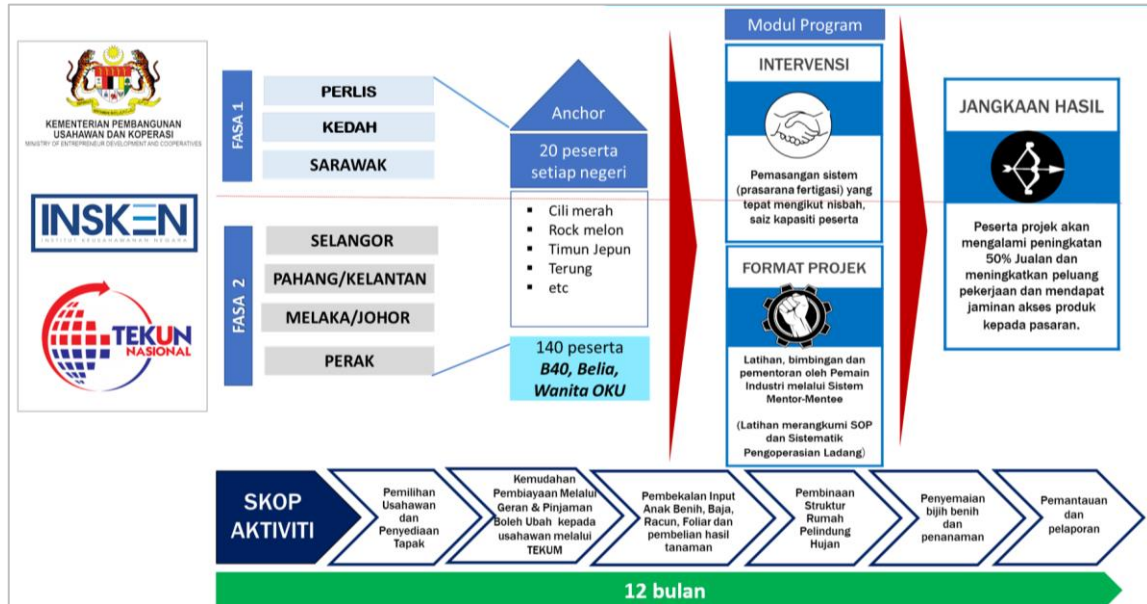


Figure 2.0: Framework of the ACID 2020 & Scope of Activities

Notes: The program will be implemented in 2 Phases (Phase 1: June 2020 – June 2021 & Phase 2: Sep 2020– Aug 2021)

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5. Anchor(s)

Anchor(s) may propose the following:

- i) Approach/ways to identify potential participants and locations
- ii) How to manage, monitor, coordinate & provide agricultural inputs
- iii) Method and ways to develop a system of fertigation, train & coach
- iv) Technical monitoring and purchase of crops for the participants

Anchor Requirement	<ul style="list-style-type: none"> Anchor(s) need to deliver the training, coaching, mentoring and monitoring by through the Mentor System within 12 months
Potential Participants & Locations	<ul style="list-style-type: none"> Potential participants must have experience in agriculture sector for a minimum of 1 year. (Refer General Participants Criteria) Location of the participant's farm must near to the Anchor
Agriculture Input	<ul style="list-style-type: none"> Anchor(s) need to manage, coordinate and provide agricultural inputs such as AB fertilizers, foliar fertilizers, insect / fungicides, seeds and hormones on credit basis for the first 3 seasons of the year.
Development of Fertigation System & Building of RPH	<ul style="list-style-type: none"> Anchor(s) must establish programme schedule and Crops' SOPs Anchor(s) must help the participants to install the RPH (Rumah Perlindungan Hujan) - The structure of the RPH must follow the standard criteria
Support	<ul style="list-style-type: none"> Provide technical support, training, and creating a network to connect the participants with MOA agency for the purpose of myGAP (Good Agriculture Practice) certification

<p>Purchase of Crops for The Participants</p>	<ul style="list-style-type: none"> • Provide 2L system (Lawat dan Latih) and the produce shall be sold under the concept of contract farming • Anchor(s) has an obligation to purchase 70% of the produce at a price and grade as determined by the company. Min 30% will be sold separately by the participants • Provide the flexibility to participants to identify other sales distribution channels to market their products
<p>Reporting</p>	<ul style="list-style-type: none"> • Provide monthly project progress reporting for all participants and updates every 5th of the month • Provide sales reporting of all participants every 5th of month, after the 1st harvest onwards

6. Copyright of Products and/or Deliverables

Anchor(s) shall acknowledge and agree that any products and/or deliverables created for the purpose of this RFP shall be considered as a “work made for hire” and all rights to the said products and/or deliverables shall belong exclusively to INSKEN.

Anchor(s) shall be prohibited from disseminating products and/or deliverables developed and funded under this programme to other parties without prior written consent from INSKEN.

7. Timeline

The Request for Proposal (RFP) process will be conducted as per the schedule below:

No	Activity	Date
1	Issuance of RFP/RFQ document	2 nd June 2020
2	Deadline to register for RFP/RFQ briefing	8 th June 2020
3	Briefing on RFP/RFQ document	10 th June 2020
4	Deadline for submission of proposal(s)	18 th June 2020
5	Selection of Service Provider(s)	19 th June 2020
6	Proposal Pitching via Project Working Committee (PWC)	24 th June 2020
7	Appointment of Service Provider(s) upon approval received from Project Steering Committee (PSC)	By 30 th June 2020
8	Professional work commences	by 1 st July 2020

Should the industry player (s) did not receive any response from INSKEN within three (3) months from the submission date, the application is considered to be unsuccessful.

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8. Content of the Proposals

All proposals must include the following information:

Part A	Company profile & credentials, and content developers, industry player (s) & coaches' profile including team's profile. (Please limit maximum 2 pages)
Part B	i. Programme content - To propose for detail implementation plan, specs, reporting format, programme modules, and way forward for the programme ii. Training for SOP and Systematic Operations of Farm - Proposed relevant modules & content (Please limit maximum 4 pages)
Part C	Costing breakdown by components covering the activity scope (Development of Fertigation System & Building of RPH, Input Supply & Preparation, Coaching & Monitoring) (Please limit maximum 1 page per workshop)

Total Maximum page for RFP: 7 pages ONLY

Note: Industries players are requested to refer to "Sample of Proposal" to be submitted to INSKEN. The "Sample of Proposal" can be downloaded at the following link, www.insken.gov.my/rfp.

Please submit your proposal via online submission using the provided template and email to rfp@insken.gov.my with the header as follows:

- RFP2020/AP/ACID2020/Anchor

9. Review and Selection

The selection panel will review the proposals based on the following criteria:

No	Criteria	Percentage
1	Organisational information Experience of the industry player (s), and company profile - turnover company, manpower and it success stories (testimony)	20%
2	Programme Content Detailed information on programme modules, SOP, approaches/methodologies, implementation plans and outcome-based KPI	60%
3	Budget Detailed cost information to support the proposed programmes (All matters pertaining to the logistic such as accommodations for trainer & assistant (twin sharing), flight ticket/ transportation, will be borne by INSKEN)	20%
TOTAL		100%

Only shortlisted providers will be contacted and may be required to present their proposals to the selection panel.

10. Administrative matters

Industry players interested in participating in the Request for proposal (RFP) process **must attend a briefing session on 10th June 2020** in Kuala Lumpur/Putrajaya/Cyberjaya.

In order to register and receive the invitation to the briefing session, please email rfp@insken.gov.my before 5.00 pm, **8th June 2020**. Please state your name, company, phone number and mention your interest to **attend the briefing session**.

INSKEN will not entertain inquiries via email or phone calls. All questions will be answered during the briefing sessions only.

INSKEN reserves the right to accept or reject any or all proposals received, to negotiate with any qualified proposer, or to cancel in part or in its entirety this RFP process if it is in its best interest to do so without giving any reason whatsoever. This RFP does not commit INSKEN to award funding or pay any cost incurred in the preparation of the proposals.

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