**INSTITUT KEUSAHAWANAN NEGARA BERHAD (INSKEN)**

**REQUEST FOR PROPOSAL FORMAT**

**FOR AGRICULTURE COACHING AND INDUSTRY DEVELOPMENT PROGRAMME (ACID 2020)**

**PART A : COMPANY PROFILE (20%)**

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| --- | --- | --- |
| Company/Business Name | : | Info Minda Sdn Bhd |
| Registration No | : | IM – 075631 – D |
| Year Incorporated | : | 2013 |
| Address & Phone No | : | Info Minda Sdn Bhd  No 8-1, Jalan Usahawan 7,  Pusat Bandar Damansara  50450 Kuala Lumpur  No Tel: 03 – 8314 6666  No Fax: 03 – 8314 7777 |
| Shareholder(s)/ Partner(s) & Highest Academic Qualifications & Working Experience | : | 1. Encik Abu Bin Ali   MSc in Supply Chain Management (USM), 1984, Director of Operation TNB   1. Puan Fatimah Ahmad   Advanced Diploma in Business Studies (Majoring in International Business) (ITM Shah Alam), 1990, Senior Manager (10 years of experienced in customer relationship & corporate serProduct Development, Supply Chain, Operations Management) |
| Team members line up & Specialisation,  Highest Academic Qualifications & Working Experience | : | 1. Encik Abu Bin Mokhtar   MBA (UTM), Senior Consultants, SIRIM Berhad (12 years of experienced in Product Development, Supply Chain, Operations Management) |
| Consultant/Lead Coach: |  | Encik Abu Bin Mokhtar |
| Last year turnover (2017) | : | RM3,456,531.40 |
| Full Employee(s) | : | 15 |
| Experience in industry | : | 21 years |
| Experience in training | : | 5 years |
| Track Record | : | **Business to Consumer (B2C)**  Trained 3,000 participants throughout the country on various topics such as supply chain, operations management, enterprise resource planning etc.  **Business to Business (B2B)**   1. Petronas 2. Sime Darby Motor 3. UMW Toyota 4. Suruhanjaya Koperasi Malaysia (SKM) 5. Kementerian Kemajuan Luar Bandar & Wilayah (KKLW) 6. Dewan Perniagaan Melayu Malaysia (DPMM) |

**PART B: PROGRAMME SPECIFICATIONS, TIMELINE & WORKPLAN AND ESTIMATED SALES PER SEASON (60%)**

1. **Programme Specifications – Overall Programme**

|  |  |  |
| --- | --- | --- |
| Programme | : | Agriculture Coaching And Industry Development Programme (Acid 2020) |
| Code | : | RFP2020/AP/ACID2020/Anchor |
| Mode | : | Training + Coaching + Mentoring + Monitoring |
| Tenure | : | Within 12 months |
| Objective | : | * To promote farming interest among the youth 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 expanding their business through increasing their sales and number of employees * To allow the participants to gain a detail and thorough exposure in agriculture business by developing the business, entrepreneurship, marketing & sale skills. * To instill the participants with the entrepreneurial traits by motivating them to have a sense of ownership on their business and establish a business sustainability in the sector |
| Target Participant | : | Based on INSKEN’s requirements (Please include the target segments identified) |
| Content | : | Proposed content programme (Programme Details) to propose for detail implementation plan, specs, reporting format, programme modules, and way forward for the programme. Please refer below and items (ii) – (iv).   1. Capacity Sizes & Project Features 2. Crop Schedule 3. 2L (Lawat & Latih) System 4. Contract Farm 5. Target Harvest Per Session 6. Selling Mechanism (sells the proceeds under the contract farming concept) |
| Submission by & Address |  | Info Minda Sdn Bhd  No 8-1, Jalan Usahawan 7,  Pusat Bandar Damansara  50450 Kuala Lumpur  No Tel: 03 – 8314 6666  No Fax: 03 – 8314 7777  Contact name : Pn Azizah binti Abu  (012 – 345 6789) |
| Coach, Highest Academic & social media accounts (Linkedin, FB, Twitter & Instagram) | : | Encik Abu Bin Ali  MSc in Supply Chain Management (USM)  Linkedin : Abu Ali  Facebook : Info Minda  Twitter : Info Minda  Instagram : Info Minda |
| Make your pitch (Not more than 30 words & avoid generic pitches) |  | e.g We have 15 years experiences in Fertigation. Have managed and groomed agripreneurs etc |

**ii. Proposed Project Timeline & Work Plan *(Potential anchors may propose on the work description, duration and dates that fit/suitable to the programme)***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Item** | **Work Description** | **Proposed Duration** | **Proposed Date** |
| 1. | Identify Potential Participants & Location | * Total Participants: 20 pax * Total Area will be involved: 10 area (Alor Gajah, Masjid Tanah, Jasin, etct...) * Capacity Sizes of land & Project Features | 10 Days | 1st June – 10th June 2020 |
| 2. | Utility Installation | - Water & electricity supply installation  - Building a Tank (Proposed Size) | 14 Days | 11th June – 23th June 2020 |
| 3. | Input Supply | - Type of Input: AB fertilizers, foliar fertilizers, insect / fungicides, seeds and hormones | 7 Days | 23th June - 30th June 2020 |
| 4. | Development of Fertigation System | * Building RPH [20 unit x 60 x 7.5 (9600 sqft)] * Water supply installation (for 2,000 polybag) | 90 Days | 30th June – 30th September 2020 |
| 5. | Planting Process | * 2,000 Polybag * Plantation work (sowing, planting, crop training, poisoning, tree binding, fertilizers) * Crop schedule * 2L (Lawat & Latih) System * Selling Mechanism (sells the proceeds under the contract farming concept) | 70 Days | 30th June – 30th September 2020 |
| 6. | Training on the fertigation system | - SOP and Systematic Operations of Farm | 2 Days | 30th June – 2th July 2020 |
| 7. | Farm Sanitation | - Clean the farm & remove any leftovers | 10 Days |  |

iii. Estimated Sales Per Season

Estimated operating cost and profit for project’s season is as follow:

|  |  |  |
| --- | --- | --- |
| No | Item | Cost |
| 1. | Number of plants | 2,000 |
| 2. | Estimated output | 2.00kg/plant |
| 3. | Estimated total output | 4,000 |
| 4. | Price/kg (RM) | Xxx |
| 5. | Estimated sales (RM) | Xxx |
| 6. | Estimated cost (RM) | Xxx |
| **Estimated profit** | | **xxxx** |

iv) Instructional Guide for Kick off Training for 2 days (SOP and Systematic Operations of Farm) ***(Potential anchors may propose on other modules/activities/materials that is fit/suitable to the programme)***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Slot** | **Time** | **Duration** | **Title** | **Learning Outcome** | **Activity** | **Material** |
| **1** | 8.30 – 9.00 am | 30 min | **Slot 1** : Registration, Ice Breaking & Introduction of the Programme | N/A | * Video show * Ice Breaking Game * Briefing | * Video * INSKEN slides * Others |
| **2** | 9.00 – 11.30 am | 60 min | **Slot 2** : Farm Project Analysis | Understand Farm standard operating procedure | * Pre Test * Video show * Q& A | * Workbook |
|  | 10.00 – 10.15 am | 15 min | **AM TEA BREAK** |  |  |  |
| **3** | 10.15 – 1.00 pm | 195 min | **Slot 3** : Cash Flow | Understand Agro Business Cash Flow | * Lecture * Case Study * Exercise | * Workbook |
|  | 1.00 – 2.15 pm | 75 min | **LUNCH** |  |  |  |
| **4** | 2.15 – 3.30 pm | 75 min | **Slot 4** : Proposed Topic | xx | * Lecture * Exercise | * Workbook |
|  | 3.30 – 3.45 pm | 15 min | **PM TEA BREAK** |  |  |  |
| **5** | 3.45 – 6.00 pm | 135 min | **Slot 5** : Proposed Topic | xx | * Dialogue |  |
|  | 6.00 – 8.00 pm | 120 min | **DINNER** |  |  |  |

**PART C : PROPOSED COSTING (20%) – *(Potential anchors may propose on cost that fit/suitable to the programme)***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Item** | **Proposed Cost Per Unit (RM)** | **Unit** | **Proposed Total Cost (RM)** |
| 1 | Input Cost for 2 session  (Operation Input: 2,000 polybag – Input for 2 session) | 3,000 | 1 | 3,000 |
| 2 | Cost for fertigation system + Rumah Perlindungan Hujan (RPH)  (Includes installation price & acreage area (0.5 acre) | 8,000 | 1 | 8,000 |
| 3 | Cost for Training on the SOP and Systematic Operations of Farm (Cover 2 days training) | 1,000 | 1 | 1,000 |
| 4. | Cost for Piping System  (Includes water & electricity supply installation) | 7,000 | 1 | 7,000 |
| 5. | Cost operation for overall project | 8,000 | 1 | 8,000 |
| 6. | Estimated cost of travelling | 1,500 | 1 | 1,500 |
| 7. | Misc. | 1,000 |  | 1,000 |
| Total | |  |  | 29,500.00 |

Note: The costing is subject to further negotiation