

**INSTITUT KEUSAHAWANAN NEGARA  
REQUEST FOR PROPOSAL FORMAT**

FOR INSKEN COMPANY TRAVELLING

**PART A: COMPANY PROFILE (30%)**

Company Name	:	
Registration No	:	
Year Incorporated	:	
Type of Business Activity	:	
Industry	:	
Address & Phone No	:	
Shareholder(s)/ Partner(s) & Highest Academic Qualifications & Working Experience	:	
Last year turnover (2022)	:	

Full Employee(s)	:	
Experience in industry	:	
Track Record	:	

**PART B: Process Flow, Panel Airlines list and benefits (60%)**

Process Flow	:	
Panel Airlines	:	

Benefits	:	
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SAMPLE

**PART C: PROPOSED COSTING (10%)**

NO	ITEM	COST PER UNIT (RM)	UNIT	TOTAL COST (RM)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
<b>Total RM</b>				

Note: The costing is subject to further negotiation

SAMPLE