

Vendor Registration Form

Delivery of Programme – investED Advance

1	Registered Company Name											
2	Company Registration Number (SSM No)											
3	Registered Business Address											
4	Date of Incorporation											
5	Paid-Up Capital (RM)											
6	Current Business Address (if different from registered address)											
7	Telephone No. / Email Address											
8	Nature of Business											
9	Directors / Executive Management <table border="1"> <thead> <tr> <th>Name</th> <th>Position</th> </tr> </thead> <tbody> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> </tbody> </table>		Name	Position								
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10	Major Shareholders: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <th style="width: 50%;">Name</th> <th style="width: 50%;">Shareholding (%)</th> </tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </table>				Name	Shareholding (%)																		
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12	Relevant Project Experience Note: Please provide details of at least three (3) projects completed within the last three (3) years in designing and delivering executive education, leadership development, or professional development programmes. <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <th style="width: 25%;">Project Name</th> <th style="width: 25%;">Client</th> <th style="width: 15%;">Year</th> <th style="width: 35%;">Brief Description</th> </tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </table> * Please attach additional sheets if necessary				Project Name	Client	Year	Brief Description																
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11	Authorised Representative (Person authorised to represent the company) <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <th style="width: 25%;">Name</th> <th style="width: 25%;">Job Title</th> <th style="width: 25%;">Mobile</th> <th style="width: 25%;">Email</th> </tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </table>				Name	Job Title	Mobile	Email																
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NOTE:

Interested companies are required to submit relevant and valid supporting documents, including but not limited to:

1. SSM Company Profile/Registration Documents;
2. Latest two (2) years audited financial statements (or audited accounts for all available financial years if incorporated for less than two years);
3. Organisational structure (if available);
4. Relevant project references;

Pre-Qualification Requirements Checklist (As per Advertisement Form)

No	Description	Compliance		Remark
		Yes	No	
1	Locally incorporated and legally registered company in Malaysia			
2	Be a recognised higher education institution, business school, executive education provider, professional training provider, or equivalent organisation.			
3	Must have a local presence and dedicated technical support team based in the Klang Valley region			
4	An institution with at least three (3) years' experience in designing and delivering executive education, leadership development, or professional development programmes.			
5	Must demonstrate successful delivery of at least two (2) programmes involving youth, graduates, undergraduates, or early-career professionals within the past three years.			
6	Must have successfully deliver minimum two (2) programmes specific to Capital Market for Young professional training			
7	Must demonstrable expertise in at least five (5) of the following areas: • Leadership and Management • Enterprise Intelligence / Strategic Decision-Making • Capital Markets and Investment Management • Digital Transformation • Artificial Intelligence • Fintech and Digital Assets • Corporate Governance • Innovation and Future of Finance			
8	Must demonstrate access to industry practitioners, subject matter experts, regulators, investment professionals, technology leaders, or corporate executives who can contribute to programme delivery through guest lectures, masterclasses, panel discussions, mentoring, or project supervisions.			

9	Must demonstrate capability to deliver in-person, virtual or blended learning formats, support a learning management system for online learning and participant tracking and provide programme administration, participant management, and learning analytics.			
10	Any litigation or dispute instituted against the company and/or its directors, must be disclosed			
11	Have latest 3-year audited financial statements			
12	Must provide: • Profiles/CVs of proposed programme directors, faculty members, and facilitators. • Evidence of academic qualifications and industry experience relevant to the proposed modules. • Availability of faculty throughout the programme duration.			

I/We declare that the particulars provided herein are true and correct.

Signed

In the Capacity of

Duly authorised to sign for and
on behalf of

Date

Company Seal