

OPEN TENDER ANNOUNCEMENT

TENDER TITLE: PROPOSAL TO PROVIDE CLEANING SERVICES AND LANDSCAPE MAINTENANCE FOR INTERNATIONAL CENTRE FOR EDUCATION IN ISLAMIC FINANCE (INCEIF) UNIVERSITY CAMPUS LOCATED AT BLOCK B, JALAN TUN ISMAIL 50480 KUALA LUMPUR.

TENDER NO: INCEIF/CLEANING & LANDSCAPE SERVICES_12/09/2025

TENDERER REQUIREMENT

INCEIF is inviting registered service providers (companies) to bid for the above services with the following requirements: -

1. A company registered under the Registrar of Companies (ROC) Malaysia and with a valid business operating license in Malaysia.
2. Able to provide 3 years of audited and certified true copies of financial and cash flow statements.
3. Submission of Form 8, 24, 49, M&A, and other related documents.
4. Must be able to provide services for both cleaning and landscape maintenance.

GENERAL SCOPE OF SERVICES TO BE PROVIDED

1. Daily cleaning services for a 3-level building with a total built-up area of 10,226 m².
2. Landscape maintenance: (both front and back areas of the building).
3. Contract Period: **3 years** (36 months with effect from 1st January 2026).

ISSUANCE OF TENDER DOCUMENT

Interested service provider (company) is to complete the attached '**Acknowledgement to Participate in Tender Exercise**' form and submit to cfs.procurement@inceif.edu.my latest by **26 September 2025**. The tender document and detailed scope of services will then be emailed to the interested service provider (company) on Monday, **29th September 2025**.

SUBMISSION OF TENDER PROPOSAL

All completed tender documents must be sealed in an envelope and reach **INCEIF no later than 5.00pm on Tuesday, 28 October 2025**. Any submission beyond this timeline will be declined automatically.

ENQUIRIES

Further enquiries can be made to cfs.procurement@inceif.edu.my.