

OPEN TENDER ANNOUNCEMENT

TENDER TITLE: PROPOSAL TO PROVIDE SECURITY SERVICE (UNARMED) FOR INTERNATIONAL CENTRE FOR EDUCATION IN ISLAMIC FINANCE (INCEIF) UNIVERSITY CAMPUS LOCATED AT BLOCK B, JALAN TUN ISMAIL, 50480 KUALA LUMPUR

TENDER NO.: INCEIF/SECURITYSERVICE_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. Experience in providing unarmed security service to companies for more than 8 years.

GENERAL SCOPE OF SERVICES TO BE PROVIDED

1. Daily (24-hour) security service for a 3-level building with total built-up of 10,226 m² (110,071.75 sq. ft.). No. of staff: approx. 160 pax.
2. Provide enough manpower daily to cover the day and night shift.
3. Safeguarding of premise and staff/students/visitors by maintaining a safe and secure environment.
4. Regular patrol of area, building and perimeter.
5. Monitor the movement and access of visitors, contractors and vendors on the premise.

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, 29 September 2025**.

SUBMISSION OF TENDER PROPOSAL

All completed tender documents must be sealed in an envelope and reach INCEIF on **Monday, 27 October 2025, no later than 5.00pm**. Any submission beyond this timeline will be declined automatically.

ENQUIRIES

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