



## TENDER NOTICE :

### Appointment of Vendor to Supply and Deliver A4 & A3 Paper for RHB Banking Group within Peninsular Malaysia for 3 years (2024 – 2027)

Self-Registration Closing Date : 11<sup>th</sup> March, 2024

Self-Registration Link (Required for new vendor only) :

<https://www.rhbgroup.com/malaysia/group-procurement>

Please proceed to perform supplier self-registration if the following requirements are met:

1. Minimum company paid up capital and shareholder fund of RM200,000
2. Audited Report Financial Year at least 2021/2022
3. Preferably with past experience with at least 2 financial institutions
4. Minimum 3 years of operation
5. Mandatory requirements:
  - 1) Vendor Experience & Recognition
    - a. Vendor should able to maintain the pricing for 3 years.
    - b. To submit all below documents:
      - i. Company license.
      - ii. Clarification on the scope of service allowed under the license
      - iii. Company's quality certification (ISO9001)
      - iv. Company achievement / recognition certification
      - v. List of branch available nationwide
      - vi. List of existing financial institution using the service
  - 2) Technical Evaluation
    - a. Suitability for High speed printing.
    - b. Suitability for High volume copying & printing
    - c. Quality of A4 & A3 paper
      - i. Excellent image contrast & clarity
      - ii. Good smoothness for consistency or problem free copying /printing
    - d. Whiteness of A4 & A3 paper
    - e. Suitability for paper fax usage
    - f. Environmental friendly element
      - i. Acid-free?
      - ii. 100% Elemental Chlorine Free Fibre
      - iii. Sustainability managed forest & controlled sources (ie:PEFC Cert / FSC or any relevant cert)
      - iv. Others, please indicate (if any)
    - g. Enhanced with ProDigi Nanotechnology?



6. High Level Scope:

- 1) Professionalism in servicing and able to meet tight deadline during critical situations.
  - 2) Responsive for enquiries, requests and cases lodged by RHB Banking Group team in HQ.
  - 3) Coverage of below entities:
    - a. RHB Bank Berhad
    - b. RHB Investment Bank Berhad
    - c. RHB Islamic Bank Berhad
    - d. RHB Insurance Berhad
    - e. RHB Asset Management Berhad
    - f. RHB Property Management Sdn Bhd
    - g. RHB Kawal Sdn Bhd
    - h. RHB Trustees Berhad
    - i. Malaysian Trustees Berhad
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