

# UNIVERSITI TEKNOLOGI MARA SABAH CAMPUS

# FUNDAMENTALS OF ENTREPRENEURSHIP ENT 300

## BUSINESS PLAN THE MEE CAFE

### PREPARED BY:

AYYUB BIN OMAR NOOR INTAN SHAHEERA BINTI ABU HASSAN NOOR KASUMAHDIWI BINTI PARSAT NURAQILAH FAZILA BINTI DAHLAN SITI AISYAH BINTI AHMAD

DECEMBER 2014 - MARCH 2015

### TABLE OF CONTENT

BIL	CONTENTS	PAGE
	PREMMISSION LETTER	4
	ACKNOWLEDGEMENT	5
	EXECUTIVE SUMMARY	6
1.0	INTRODUCTION	7
2.0	PURPOSE	8
3.0	COMPANY BACKGROUND	9
	3.1 LOGO	14
4.0	PARTNERS BACKGROUND	18
10.0	4.1 PARTNERSHIP AGREEMENT	19
5.0	LOCATION OF BUSINESS	20
	5.1 LAYOUT PLAN	21
	5.2 ADVANTAGES	22
6.0	MARKETING PLAN	23
	6.1 SERVICE DESCRIPTION	24
	6.2 TARGET MARKET	25
	6.3 MARKET SIZE	27
	6.4 COMPETITION	29
	6.5 MARKET SHARE	32
	6.6 SALES FORECAST	37
	6.7 MARKETING STRATEGY AND BUDGET	40
	6.8 MARKETING BUDGET	39
7.0	OPERATION PLAN	40
	7.1 PROCESS PLANNING	41
	7.2 OPERATION LAYOUT	42
	7.3 PRODUCTION PLANNING	44
	7.4 MATERIAL PLANNING	45
	7.5 MACHINES AND EQUIPMENT PLANNING	45
	7.6 MANPOWER PLANNING	46
	7.7 OVERHEADS REQUIREMENT	47
	7.8 LOCATION	48
	7.9 BUSINESS AND OPERATIONS HOURS	49
	7.10 LICENCE, PERMIT AND REGULATIONS	50
	REQUIRED	
	7.11 OPERATIONS BUDGET	51
	7.12 IMPLEMENTATION SCHEDULE	52
8.0	ORGANIZATIONAL PLAN	53
	8.1 ORGANIZATION MISSION AND VISION	54
	8.2 ORGANIZATION CHART	54
	8.3 MANPOWER PLANNING	56
	8.3.1 SCHEDULE OF TASK AND RESPONSIBILITIES	57
		58
	8.3.2 SCHEDULE OF REMUNERATION	
	8.4 LIST OF OFFICE EQUIPMENT	59
	8.5 ORGANIZATION/ADMINISTRATION BUDGET	60

9.0	FINANCIAL PLAN	61
Hara Cell	9.1 PROJECT IMPLEMENTATION COST	62
	9.2 SOURCES OF FINANCING	63
Let 7, Viset	9.3 PRO FORMA CASH FLOW STATEMENT	64
	9.4 PRO FORMA INCOME STATEMENT	65
	9.5 PRO FORMA BALANCE SHEET	69
Kin oon o	9.6 FIANCIAL ANALYSIS	70
	9.7 BUDGET	72
meet levi	9.8 DEPRECIATION SCHEDULE	75
	9.9 LOAN REPAYMENT SCHEDULE	77
	9.10 SALES AND PURCHASES PROJECTION	78
10.0	APPENDICES	79

### **ACKNOWLEDGEMENT**

First of all, we would like to express our deep gratitude and sincere thanks to our lecturer Mdm. Sharifah Nurafizah Binti Syed Annuar who is our lecturer for fundamental of entrepreneurship in our courses. We sincerely appreciate this project work by taking us into her fold for which we shall remain indebted to her.

Secondly, to the group members we extend our hearty thanks to all of us because succeed to complete this project on time. Moreover, without this group who are together in doing this project we never can complete this project successfully. We also take this opportunity to express our deep sense of gratitude for our team work invaluable guidance, constant encouragement, immense motivation, which has sustained our effort at all the stages of this project work.

The last but not least, we cannot forgot to offer my sincere thanks to our parents and also to classmates who helped us to carry out this project successful and for their valuable advice and support, which we received from time to time.

# GAFE

### **EXECUTIVE SUMMARY**

Based on our motto "EAT LIFE ENJOY" Mee Café is one of the place where people can come having their meal and the same time they can entertain themselves. This is because our café provide sub services that make us different with others. For example, while we serve our customer we provide them with a karaoke set in order to release their stress and also can entertain them.

Moreover, every single customer can enjoy the beautiful of view allocate in our location whereby they can enjoy the exquisite of sunset, the blue of sky and as well as the fresh air. This will assist them to clear their mind from stressful work, tiredness and also stabilize their emotion.

Affordability of customer is our concern when their purchasing our food. In other words, we will give a reasonable price to our customers. Hence, they can purchase without feeling burden. Therefore, everybody regardless to the level of society, sex, age and as well as religion can come and eat in our café with high satisfaction.

In this business plan also we provided a list of our competitor that helps us to identify the weaknesses and also strengthens in order to compete with them and also to meet our customers need and wants. In addition we also provide financial plan that make the financial flow transparent to avoid any dishonest among our members.

Besides that, we also prepare the marketing plan and also the operation plan. In this part it will show how we promote our café to the public either through media and non-media or both of it. For example, we use Facebook, Intrasgram, Wechat and so on. For the operation plan it show how we manage and operate our café in order to develop and compete with other café.