



اُونِيُوَرْسِيْتِي تِيكْنُوْلُوْجِي مَارَا
UNIVERSITI
TEKNOLOGI
MARA

FACULTY OF BUSINESS AND MANAGEMENT
MARA UNIVERSITY OF TECHNOLOGY

DIPLOMA IN BUSINESS STUDIES
BA1115A

FUNDAMENTALS OF ENTREPRENEURSHIP
(ENT 300)

DELIVERY SQUAD

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1.0 EXECUTIVE SUMMARY

Delivery Squad is a company that helps to provide delivery service from another company. Our business is located in Puchong, Selangor as a partnership. Delivery Squad has five workers include General Manager. General Manager is responsible for managing workers to do the task and responsibilities. It can make the workers do their jobs with the best capabilities that they have. They will get a great result if they do their jobs equally.

Delivery Squad will provide five different types of delivery services name as food delivery, beverages delivery clothes delivery, parcels delivery, and documents delivery. The company offered daily and 24-hour delivery services from another company to consistently providing high customer satisfaction. Delivery Squad offered the fastest delivery services at a reasonable price from other companies. It makes our business is different from other delivery business. The demand from the customers of delivery service makes our company want to learn more about delivery service.

Customers can decide what kind of payments they want to use for example cash on delivery and credit cards. It is either at the time of delivery or by monthly credit card billing. We will send statements to our customers for the charges to their credit cards for payment at the end of each month for the customers that use our delivery services. Our business can facilitate the affairs of people without transportation. It will reduce foot traffic and save time.

In this business plan, we will summarize the administrative, operating, marketing, and financial objectives. It will contain detailed plans and budgets showing how the objectives of Delivery Squad are to be analysed. We believed that we could achieve our business goal with our business financial position statement.

2.0 Introduction

2.1 Business Description

Name of the Business	Delivery Squad
Business Address	No 1, Jalan IMP 3, Tmn Meranti Perdana, 47120, Puchong, Selangor.
Correspondence Address	No 1, Jalan IMP 3, Tmn Meranti Perdana, 47120, Puchong, Selangor.
Website	deliverySquad.com
E- mail	deliverySquad@yahoo.com
Telephone Number	017-9208649
Fax Number	09-6152342
Form of Business	Sole proprietorship
Main Activity	Delivery services
Date of Commencement	1st Feb 2018
Date of Registration	1st Jan 2018
Registration Number	K3375421
Name of Bank	BANK ISLAM
Bank Account Number	01020304050607

2.2 Owner Description

Name of Owner	Shahmira Amin Bin Mohd
Identity Card Number	710525115317
Permanent Address	597, Kampung Beladau Kolam, Manir, 21200, Kuala Terengganu, Terengganu.
Correspondence Address	597, Kampung Beladau Kolam, Manir, 21200, Kuala Terengganu, Terengganu.
E- Mail	shahmiraamin@gmail.com
Telephone Number/Fax Number	012-9782590
Date of Birth	25 May 1971
Marital Status	Married
Academic Qualification	Bachelor's in Marketing Management
Course Attended	Business Management
Skills	Time management and financial management
Experiences	Working as marketing manager at Hazirahq Working as marketing manager at The Food Company Working as marketing manager at Felda residence Hotel
Present Occupation	Marketing Manager
Previous Business Experience	Part time personal shopper, part time delivery, and motivational expert.