

# FACULTY OF ARCHITECTURE, PLANNING AND SURVEYING DIPLOMA IN BUILDING (AP116)

## **FUNDAMENTAL ENTREPRENEURSHIP (ENT300)**

## BUSINESS PLAN (BP) COMPANY NAME: SAYOR KITCHEN

# PREPARED BY: SITI NURAINI BINTI AZNAM (2018220482) AAP1164K

PREPARED FOR:
MADAM SALINA NORANEE

DATE OF SUMBISSION: 10<sup>th</sup> July 2020

### **Table Of Contents**

1.0 Business Descriptions
1.1 Company Background
1.2 Organization Logo/ Motto
2.0 Owner Descriptions4
3.0 Product/Service Description5
4.0 Organizational/ Administrative Plan6
4.1 Organization Chart
4.2 Manpower Planning6
4.3 Schedule Of Task And Responsibilities
4.4 Schedule Of Remuneration
4.5 List Of Office Equipment7
4.6 Organizational/ Administrative Budget
5.0 Marketing Plan9
5.1 Customers (Target Market)9
5.2 Sales Forecast
5.3 Marketing Strategies
5.4 Marketing Budget
5.0 Operation Plan
6.1 Material Requirements
6.2 Machine And Equipment
6.3 Operation Budget
7.0 Financial Plan
7.1 Project Implementation Cost
7.2 Cash Flow Statement
7.3 Annual Flow Statement
Conclusion
Appendices

#### **EXECUTIVE SUMMARY**

Sayor Kitchen is based on sole proprietorship which only have one owner and under the owner consists of four employer which hold important positions in the company such as Administration Manager, Marketing Manager, Operational Manager and Financial Manager.

Sayor Kitchen with tagline "Eat the Best, Leave the Rest" is a standard and registered Halal plant-based restaurant business that located at Nilai which address is at Sayor Kitchen, 2F-S18 AEON Mall, 71800 Nilai, Negeri Sembilan. Sayor Kitchen is a company which focuses on plant-based food production in Malaysia. Plant-based food is foods primarily from plants. This includes not only fruits and vegetables, but also nots, seeds, whole grains, and beans.

We try to implement the taste of Malaysian-food in our product. We have done some research that Malaysia is one of developed country and it quite busy during day time. Normally people who work during office hour and students do not have much time for breakfast. So, with our new innovation, they can just grab a packet of snack lie Taco with different fillings and go to work. It is easy and simple as that.

Our business is expected to commence on 2021 and our vision is to make our company a well-known, established and satisfied by our customer in order to expand and put more branches. Based on the objectives above, we are venturing into food industry. Plant-based food production has the potential of being a profitable business if it is done in modern way with large scale and systematically managed. We will expect that our business will become more developed in the near future because with the new innovation in our food, the demand will increase not only during any occasion but it might be a new daily meal. This will give more advantages for us to make our product more profitable and stable in the long ru

#### 1.0 BUSINESS DESCRIPTIONS

- a) Sayor Kitchen
- b) Factors in selecting the proposed business
  - Promote plant-based food.
  - Growing demand.
  - Low competitor

#### 1.1 Company Background

- a) Name of the Organization: Sayor Kitchen
- b) Business Address: Sayor Kitchen, 2F-S18 AEON Mall, 71800 Nilai, Negeri Sembilan
- c) Website/e-mail address: www.sayorkitchen.com/sayorkitchen@gmail.com
- d) Telephone Number: 017-2509876/06-7912155
- e) Form of Business: Sole proprietorship
- f) Main Activities: Food production and service
- g) Date of Commencement: 1 January 2020
- h) Date of Registration: 1 December 2019
- i) Name of Bank: CIMB Bank
- j) Bank Account Number: 6805209577

### 2.0 OWNER DESCRIPTIONS



Name of Owner/Partners	Siti Nuraini Binti Aznam
Identity Card Numbers	000207050284
Permanent Address	Kampung Labu Batu 10, 71900 Labu,
	Negeri Sembilan
<b>Correspondence Address</b>	Kampung Labu Batu 10, 71900 Labu,
	Negeri Sembilan
E- Mail	worknuraini@gmail.com
Telephone Number/Fax Number	017-6785355
Date of Birth	7 <sup>th</sup> February 2000
Marital Status	Single
Academic Qualification	Diploma in Building, UITM
Course Attended	Fundamental Entrepreneurship
Skills	Expert in Microsoft Office
	Handle organization and supervise
Experiences	Helping in managing at warong own
	by family
	One year as Part-time Promoter at
	Parkson
<b>Present Occupation</b>	General Manager
Previous Business Experience	Working at warong own by family
	Took part opening a booth in high
	school canteen day.