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KEPADA SESIAPA YANG BERKENAAN

Tuan/Puan

ASAS KEUSAHAWANAN (ETR)

Adalah dengan segala hormatnya dimaklumkan bahawa penama-penama yang dinyatakan di bawah ini adalah pelajar-pelajar UiTM Kampus Sungai Petani yang mengikuti subjek Asas Keusahawanan yang dikendalikan oleh Pusat Pembangunan Usahawan Malaysia (MEDEC) pada semester ini.

Salah satu daripada syarat di dalam subjek tersebut ialah pelajar-pelajar dimestikan untuk menyediakan satu Rancangan Perniagaan (RP) yang lengkap mengenai projek yang mereka pilih sendiri.

Pelajar-pelajar berkenaan ialah :

1. ANIZA IDRUS
2. MASYITA OMAR
3. NOR ATIQA YACOB
4. NORAZILAH AWANG
5. ZURAI DAH SABRI

Pihak kami amat berbesar hati sekiranya pihak tuan/puan dapat memberi kerjasama yang sewajarnya kepada penama berkenaan.

Sekian, terima kasih.

Yang benar

MOHD. AZHAR OSMAN

Koordinator

b.p. Provos



PURPOSE OF BUSINESS PLAN

Each entrepreneur prepares business plan before they start their business. By doing business plan, each entrepreneur can see and identify whether the business is suitable or not. The business plan will become a guideline for entrepreneur to manage their business.

Besides that, business plan is important for an entrepreneur to plan and arrange the steps to exceed others competitors to provide a new project. From business plan, we can know the entire problem that we had to handle and take the suitable and right action. Then, each entrepreneur can know all the sources that we need in order to provide for the business. Business plan also is useful because it can be a guideline to us in operating our business.

As an opening capital, the business plan also is useful to make a loan in from banks and other financial institutions. It also can attract and give a high confidence to the investors who wish to invest in our company. Finally, business plan is very important to us because it can help and assist some information before we operate such business and to apply a loan from banks.



EXECUTIVE SUMMARY

Our business name is Classique Metal Enterprise. The concept of our business is supplying, buying and selling scrap metal. We also accept any orders from our customers in order to fulfill their demand regarding such design of our raw materials. It is because; our company has a molding process that we can process the raw materials into any design that fixed with the buyers' want.

Our business form is a partnership form. There are five important persons in the born of Classique Metal Enterprise who are being as a business background of our company. Our General Manager is Miss Aniza Idrus, the Administrative Manager is Miss Zuraidah Sabri, the Operational Manager is Nor Atiqah Yacob, our Marketing Manager is Norazilah Awang and our Financial Manager is Masyita Omar. Our business capital is RM 222000. All the partners contributed RM 35000, THAT IS 19.23% each. Whereas for the General Manager, she contributed RM 42000 with the percentage of 23.1%. The balance of our business capital is from our bank loan. It is amounted to RM 40000 that we are getting from the Affin Bank Berhad. All the partners have a good qualification of studies and have an experience in working fields. Moreover, we have our own assistant and extra workers for every department. This is to make sure that our company can run their business more effective and in an efficient ways.

Our business was located at Lot 196937, Jalan Lahat, Simpang Pulai, Kg Kepayang Batu 1/14 31300 Ipoh, Perak. We decided to choose this location because it is located in a strategic area. There are many facilities that can fulfill the needs from our buyers. It has basic facilities like schools, shop-houses, housing areas, water, electricity and public phone booths. Furthermore, our business location is situated in the industrial area. It is easy for our buyers to look for our premises in order to get our raw materials itself.

