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**TENDER PROCESS OF ISSUI SELECTIVE TENDER FOR CHANGING COOLING
TOWER AT MENARA PERBADANAN
(COMPLETE)**

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**PRACTICAL TRAINING REPORT
DECEMBER 2015 – APRIL 2016**

DECLARATION:

I hereby admit that this report is the result of my own efforts, except for the certain parts that are attached from sources that specified in reference chapter.

Prepared By:

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Date:

ACKNOWLEDGEMENT

Thanks of God thankfulness be to god, with his grace I can terminate the training industry in Menara perbadanan, Kota baharu, Kelantan under the Prokel management Sdn Bhd company with successfully. With the grace and mercy, I can complete the book report that contains all information and what I have learned throughout my training industry here. Book reports are prepared by each student who has been training industry.

Here I wish to thanks and appreciation to the site supervisor at Prokel management Sdn Bhd, En Badri Sham bin Mamat for giving me the opportunity to undergoing training here and learn ins and outs of world of work starting 3rd dec 2015 until 30 march 2016. Not forgetting, I would like to thank all employees at Prokel management Sdn Bhd for their guidance and information for a process tender.

I also wish thank to my supervisor that Sr Nurul Fadzila Zahari who have helped me to complete the book report. Thank you to the parents and family members who have been helpful and gave me encouragement and morale throughout this industry training.

Finally, my sincere thanks to all those involved either directly or indirectly in the completion of this report book. Here I would like to apologize if there is a shortfall in the book of this report and hope that this book will be a useful guide to me some day.

TABLE OF CONTENT

LIST OF CONTENT	PAGES
ACKNOWLEDGMENT	i
TABLE OF CONTENT	ii-iv
LIST OF PHOTO	iv
LIST OF CHART	v
LIST OF TABLE	v
ABSTRACT	vi
INTRODUCTION	1
1.0 Practical training	2
1.1 Report	2
1.2 Scope of work	3
1.3 Company profile	4
1.3.1 company vision and mission	5
1.3.2 company objective	5
1.3.3 company logo	6
1.3.4 company activities	6-7
1.3.5 company information	8
1.3.6 organization structure	9
1.3.7 company financial	10
1.3.8 location plan	11
Literature Review	12
2.0 Introduction	13-14

ABSTRACT

The training program industry is one of the program was designed to give a true picture of the working environment for the students. Thus, the students were required to write daily reports on the daily report book and provide a full report to be presented to the lecturers as evidence that the student has completed industry training programs as required. I have chosen the Prokel management Sdn. Bhd as a place for my training industry.

This project report is to present the tender process of issue selective tender for changing cooling tower at Menara Perbadanan. For this report, it will include the process of Prokel management Sdn Bhd use to prepare a tender. This report is based on my experience during practical training when visited the site. Most information is gathered from all personnel of staff and at the headquarters. The site chosen are Menara Perbadanan, Jalan Tengku Petra Semerak, Kota Baharu, Kelantan.