



Date : 13 APRIL 2021
Our Ref : 03-11/02/ATA/2021/13

GALAXY AEROSPACE (M) SDN.BHD

Hangar 2 Universiti Kuala Lumpur, Malaysia Institute of Aviation Technology (UniKL MIAT), Subang Campus, UniKL MIAT, Persiaran A, Off Jalan Lapangan Terbang,
47200 Subang
Selangor

Tel No :0194565020

Fax No :

Attn : Wan Nor Atikah Wan Omar Bakri

Dear Mr/Ms.

PROPOSAL OF AUDIOMETRIC TESTING & ANALYSIS

We wish to express our gratitude for your interest to engage in our consultancy services for Audiometric Testing & Analysis.

At NIOOSH, we are committed to provide quality solutions for your occupational safety and health matters in a professional manner. We aim to meet your specific needs with pragmatic solutions which are reasonable and practicable.

With reference to the above matter, we attached herewith the **Proposal 03-11/02/ATA/2021/13** for your kind perusal.

We hope our Proposal would meet your needs and fulfil your requirements. Should you need further assistance, please contact our executive, Irwan Hazree Idris, at 60183109092 or fax to 60389269842 or email to irwan.hazree@niosh.com.my.

Thank you.

"YOUR OSH PREFERRED PARTNER"

Yours sincerely,

Khairunnizam

Khairunnizam Mustapa

General Manager

Consultation, Research & Development Department (CRDD)

NIOOSH, Malaysia



**PROPOSAL OF
AUDIOMETRIC TESTING & ANALYSIS
FOR
GALAXY AEROSPACE (M) SDN.BHD**

PROPOSAL NO: 03-11/02/ATA/2021/13

DATE: 07 April 2021

PREPARED BY

Irwan Hazree

Irwan Hazree Idris
Executive
Consultation, Research and Development
Department

AUTHORISED BY

Dr. Muhamad Ariff Muhamad Noordin
Technical Expert III
Consultation, Research and Development
Department

National Institute of Occupational Safety and Health (NIOSH)

Lot 1, Jalan 15/1, Section 15, Bandar Baru Bangi, Selangor
Tel: 03 - 8769 2100 (General) Fax: 03 - 8926 2900 (General)

www.niosh.com.my

Section A: Technical Proposal

1. INTRODUCTION

Consultation, Research & Development Department (CRDD), NIOSH was invited by GALAXY AEROSPACE (M) SDN.BHD to propose Audiometric Testing & Analysis in its working areas.

2. BACKGROUND OF NIOSH

National Institute of Occupational Safety and Health, Malaysia (NIOSH) was established in 1992 by the government (Ministry of Human Resources) to spearhead safety and healthy culture at the workplace in Malaysia. Located in Bandar Baru Bangi as registered office and headquarters for operations with 4 other regional offices, namely Northern Region Office, Southern Region Office, Eastcoast Region Office and East Malaysia Region Office.

NIOSH core activities are as follows:

- i. Develop and conduct training programmes
- ii. Assist industries, commercials, and others in solving problems related to OSH through consultancy services
- iii. Provide latest information in the field of OSH
- iv. Conduct applied research and development activities
- v. Examination and assessment for competency courses (e.g. Safety and Health Officer, Industrial Hygiene Technician, Chemical Health Risk Assessor, Occupational Health Doctor, Occupational Health Nurse, Authorised Gas Tester for Confined Space, Forklift Drivers, Occupational First Aiders and etc.)

As an ISO 9001:2015 certified organisation, we are committed in providing services in OSH field with the vision of 'The leading center of excellence in Occupational Safety and Health' and the mission of 'The preferred partner in enhancing Occupational Safety and Health'.

Consultation, Research & Development (CRDD), NIOSH offers:

- Validation of client's risk assessment through approved method that produce scientific evidence
- Consolidation of highly technical OSH consultation such as Regulatory Compliance (Industrial Hygiene & Occupational Health services), OSH solutions (Occupational Safety & Management) and Advisory services (ergonomics and occupational safety).

3. GOALS

The objectives of this monitoring are:

- To have a systematic collection and analysis of data to detect early signs of work-related illness. It can also be considered as a type of medical screening.
- To comply with Occupational Safety and Health (Noise Exposure) Regulations 2019 [9. Audiometric Testing]

4. SCOPE OF WORK

NIOSH shall conduct this assignment by the step include the followings:

NIOSH AUDIOMETRIC TESTING CENTER

STATIC ATC: JKPP/2020/11-02/00002 (EXPIRE DATE 04/08/2021)

MOBILE ATC : JKPP/2020/11-04/00006 (EXPIRE DATE 01/09/2021)

Occupational Health Doctors:

1. Dr. Muhamad Ariff Bin Muhamad Noordin (HQ/17/DOC/00/00028)
2. Dr. Muhammad Ihsan Bin Suhaidi (HQ/15/DOC/00/441)
3. Dr. Muhamad Naqib Bin Shariff (HQ/17/DOC/00/00042)
4. Dr. Muhamad Hamdan Bin Haji Ismail (HQ/10/DOC/00/152)

Audiometric Technicians:

1. Amroun Mustafa
2. Irwan Hazree Idris

5. RESPONSIBILITY

GALAXY AEROSPACE (M) SDN.BHD is responsible to:

CLIENT (The Management) is responsible to:

- Provide a facilities and accommodation for activities if needed.
- Provide previous yearly/baseline Audiometric Test Report & Noise Exposure Monitoring Report for Audiometric Testing & Analysis (ATA) Program.
- Appoint personnel who will assist NIOSH in the facilities for ATA program.
- Provide onsite working space for NIOSH team members at for ATA program.
- Inform the workers **NOT TO** expose to excessive noise* at least **14 hours** before the test without the aid of Personal Hearing Protectors. *(excessive noise means absence of exposure to sound pressure level exceeding 80dB (A))

NIOSH is responsible to:

- Inform the management of in writing or other means of communication tools in case of rearrangement of resources or date of program.
- Deliver an official report of AUDIOMETRIC TEST within 30 working days from the completion of the date of testing. The report shall also include requirements for the employer to retest employee with temporary STS.
- Keep the information or findings of the project confidential and not disclose to any party without prior approval from the management (Client)

6. DELIVERABLES

Upon completion of the project, NIOSH will :

- Deliver an official report of AUDIOMETRIC TEST within 30 working days from the completion of the date of testing. The report shall also include requirements for the employer to retest employee with temporary STS
- Propose a Medical Examination Quotation upon ABNORMAL audiometric result.
- The AUDIOMETRIC TEST REPORT will be delivered only upon full payment has been made.

7. PROPOSED PERSONNEL

NIOSH shall include the provision of all the necessary approved, suitably qualified and competent personnel to carry out and complete the project.

Section B: Commercial Proposal

1. **MANDAYS**

It is estimated that NIOSH team will require about 31 man-days for the completion of this project.

Audiometric Testing & Analysis	Man Days
A. Field Work <ul style="list-style-type: none">• Audiometric Testing & Analysis N/A locations	1
B. Report <ul style="list-style-type: none">• Audiometric Report by OH Doctor	30
<i>TOTAL</i>	31

2. Commercial Proposal

A. Scope Of Work ATA

DESCRIPTION	PRICE PER UNIT	UNIT	Total
Audiometric Testing	50	60	3000

B. Schedule of Price

ITEM	NUMBER	COST/ITEM	LOCATION	COST (RM)
ASSESSMENT				
Type Of Assessment	60	50	1	3,000.00
SITE ASSESSMENT/MONITORING/WORKSHOP				
Mandays OYK	31	0	0	0.00
ADMINISTRATION				
Report & Presentation		Lump Sum		0.00
Mobilization		250.00	1	250.00
Others				0.00
Cost				RM 3,250.00
Discount				20 %
Service Tax (6%)				RM 156
Total Cost				RM 2,756.00

3. TERMS AND CONDITIONS

It is expected that any contract arising from this Proposal will be between company and NIOSH will be conducted under the Terms and Conditions agreeable between both parties. Specific terms and conditions as follows:

- Validity is valid for **sixty (60) days** from the date of Proposal.
- NIOSH will submit the invoice to the client after completion of final report
- If the project value more than RM20,000.00 client is required to make 20% upfront payment to NIOSH
- If the project value less than RM300.00, client is required to make payment in cash (COD)
- Terms of **Payment within 14 days from the date of tax invoice.**
- All fees are subject to 6% SST.

PROPOSAL ACCEPTANCE FORM

Kindly return this acceptance form via:

Fax No: **03 - 8926 9842** or

e-Mail : **cmc@niosh.com.my**

Your earliest confirmation is highly appreciated.

REF NO:03-11/02/ATA/2021/13

Attn To:

CONSULTATION MANAGEMENT CENTER

NATIONAL INSTITUTE OF OCCUPATIONAL SAFETY AND HEALTH

Lot 1, Jalan 15/1, Seksyen 15

43650 Bandar Baru Bangi

Selangor Darul Ehsan

Dear Sir,

NIOOSH CONSULTATION SERVICES

I / We hereby agreed to appoint NIOSH to provide us the following services and accepted all terms and conditions mentioned in this Proposal.

NO	DESCRIPTION	RM
1	Audiometric Testing & Analysis	RM2,756.00

Signature :

Name :

Designation :

Date :

Official Organization Stamp

