

1. INTRODUCTION & COVER LETTER TO PNS CEO

Letter of intent that states on the proposed investment.

Addressed to our Chief Executive Officer

EN MOHD HILALUDDIN ABD SHUKOR

(Please complete and sign off the Investment Checklist for Client. You are required to submit the proposal together with the checklist.)

2. APPLICANT

1.1 Name of the Company:

1.2 Contact person:

1.3 Address:

1.4 Tel No:

1.5 Fax No:

1.6 Email:

3. COMPANY BACKGROUND

3.1 Information on the Company

3.2 History and Business activities

3.3 Group structure, if any.

3.4 CTC copies of Form 8, 9, 13, 24, 49, 44, 32A, M&A, Registration with Government, private agencies & trade associations, if any.

4. INFORMATION ON SHAREHOLDERS

- 4.1 Detailed shareholdings
- 4.2 Brief information on the shareholders

- 5. INFORMATION ON KEY MANAGEMENT TEAM**
 - 5.1 Organisation structure of the Company
 - 5.2 Detailed information/Curricular Vitae (CV) on key management team – experiences, years of service

- 6. BUSINESS ACTIVITIES**
 - 6.1 Type of product/services
 - 6.2 Location and layout
 - 6.3 Approvals and licenses required (CTC copies to be given)
 - 6.4 Production volume/capacity
 - 6.5 Technology used
 - 6.6 Current manpower

- 7. INDUSTRY ANALYSIS**
 - 7.1 Market size - Global and domestic
 - 7.2 Industry growth - Past and future
 - 7.3 Competitors - Market share and market segment

- 8. MARKETING STRATEGY**
 - 8.1 Current market share

**PROPOSAL FORMAT
EQUITY INVESTMENT**

ATTACHMENT 1

8.2 List of customers and sales value (RM) and years of service/supplies of products

8.3 Target market

9. SWOT ANALYSIS

10. PROPOSED PNS INVESTMENT

- 10.1 Investment structure
- 10.2 Purpose of the fund requested
- 10.3 Details of the new project if the funds requested for the project.

11. FINANCIAL INFORMATION

- 11.1 Audited accounts for the past 3 years (CTC copies to be given)
- 11.2 Financial Projection for the next 5 years (complete with notes and assumptions).
 - i. Income Statements
 - ii. Balance Sheet
 - iii. Cash Flow (Direct Method)
 - iv. Monthly Cash Flow for Year 1 & Year 2 (Direct Method)
- 11.3 Latest management accounts
- 11.4 Latest Debtors Ageing Report
- 11.5 A brief write-up / explanation on the past 3 years financial performance
- 11.6 6 months bank statement (all the related bank)

12. CONSENT LETTER FOR CREDIT CHECKING (sample as per attached)

- 12.1 Individually signed by all directors
- 12.2 Collectively signed by all directors on behalf of the company

13. CONCLUSION

12.1 Business growth prospect

12.2 Project viability