

PROPERTY REPORT (March 2024)

PROPOSED (IN PROGRESS WORK / INFO)

1. As per LCEC's decision on 21st May 2023 wall cabinet to be installed in the pantry - The meeting agreed with the proposal including the installation of kitchen cabinet at downstairs and upstairs with a budget of RM5,000.

QUOTATION FOR WOOD CABINET IS DONE AND APPROVAL, NOW PENDING FOR QUOTATION FOR ALUMINIUM CABINET

Second Quotation is RM6945 For Top Kitchen, Bottom Kitchen and Admin room cabinet.
(By Alex's supplier)

****(Pending For other Proposal and quotation)*

2. Diagram 2 is showing the proposed classroom and storeroom for Sunday school on level 1. (To do partitions and doors at pastor's office, so that can create 2 classrooms and a store room) *(JUNE 2023 LCEC Minute)*

Proposed Pastor old Office will be used for Sunday school big size classroom and no need to do partition since this room size is suitable to accommodate more students.

Only need to buy a small cabinet (Server Rack) and do minimal modification to keep the old CCTV's controller, power supply and cable.

****(Pending for buy a small cabinet / server rack)*

3. To Setup a multimedia / video room for Sunday school. *(JUNE 2023 LCEC Minute)*

LCEC decision: To buy 3 portable smart TVs/monitors at a budget of RM1500 each

****(Pending For looking for suitable TV)*

4. The meeting has decided that to remove the 3 recycle bins. *(JUNE 2023 LCEC Minute)*

LCEC has given two months time to remove all the recycle bins

5. Install water filter (stainless steel outdoor sand water filter) for main incoming water. – *Has bought water filter bought, pending to install.* *(NOV 2023 LCEC Minute)*

6. Install a small ceramic water filter on second floor pantry (around RM100 +). . – *looking for specification and quotation* *(NOV 2023 LCEC Minute)*

7. Buy a bigger sizes chair for admin. – *survey for specification and quotation* *(NOV 2023 LCEC Minute)*

8. New building window is not tinted, it caused the UV and heat increase from direct sun, we should install the window with UV protection or look for others solution. – *Quotation for curtain, blind and tinted for approval* *(NOV 2023 LCEC Minute)*

9. The curtain for new wing and Rimbayu church already spoiled due to long hours of sunlight exposure. This is bad to user's health, should find solution to solve this problem. The meeting has decided to send the curtains to laundry for washing first. – *We have started to wash the curtain with own washing machine.* (NOV 2023 LCEC Minute)

No.	Proposal	LCEC's Decision
10	All the Sunday school classroom were relocated to new building, the hall become empty: - Because the empty big room sizes, the echo sound become worst, need to propose for sound absorption. - The current stage is too small for activity, it causes the speaker always block the projector screen, propose to redesign stage for better view form audience. - To hang up the speaker & tidy the speaker cable to reduce falling hazard. Status # 1) Waiting time slot to do site study	To get quotations first and learn how it can be done. To decide to do ourselves if quotations are too expensive. To KIV pending site visit together with bro. Chang next Saturday.
11	The cassette aircon at Sunday school (above piano) in not working for more than 1 year - was checked and troubleshoot by different contractors, but still not functioning. Status # 1) Bro Tony's missing the contractor Contract. 2) Waiting time slot to go for quotation	Bro. Tony Tan to call the contractor to fix it.
12	There are 2 units of wooden fire door broken caused by rain water and sun heat (ground floor emergency exit door & Sunday school to new wing.) Propose to install new steel plate door. Status # 1) Bro Alex comments, there is no issue with BOMBA regulation since that is not fire door. 2) Waiting time slot to go for quotation.	Bro. Alex Lim to investigate and advise if fire door can't be changed to steel door based on BOMBA regulation.
13	The new wing fire door (ground floor main door) is broken and difficult to open, also cause by rain water, propose to put awning for longer lifespan of the door. Status # 1) Bro Alex comments, there is no issue with BOMBA regulation since that is not fire door. 2) Waiting time slot to go for quotation.	To proceed as proposed

14	To provide extension cable to Sunday school classroom Status # 1) In Progress	To proceed as proposed.
15	To install 2 units of ventilation fan in pantry to reduce the smoke and smell go inside the foyer during food preparation. Status # 1) 16 inches ventilation fan is too noisy, change to 12 inches 2) First unit installed 3) Pending to install the second unit.	To install a big ventilation fan (16 inches)
16	Install 1 unit of Fire Extinguisher in pantry to reduce fire hazard. Status # 1) In Progress	Bro. Alex Lim to assist to buy foam type fire extinguisher to be placed outside the pantry.

WORK DONE

1. Install 1 units of proposed 3 hanging fans # Wall fan install in panty
2. Install 1 used gifted unit of kitchen hook
3. Install 2 units of exhaust fan for panty
4. Install 6 units of street lights surrounding main building
5. LCEC decided to use the original main staircase and bought 2 units of shoe-racks.
6. Installed anti slippery tape for top 2 step and bottom 2 step for each staircase to minimize the falling risks for staircase.
7. All the new wing's Sunday School classroom's window have been modified to minimize the opening angle
8. Spent RM200 for bushes cleaning on bushes at north part of building.
9. Meeting done with the security company to settle all the security guard discipline problem.
10. Spent RM1200 to link the both CCTV system on old and new wing.
11. To avoid unauthorized people to enter our premise, the church main door is locked normal day after office hours, but will be open full day from Friday to Sunday, Visitor still can request guard to open the door.

NEW PROPOSAL

No new proposed

PROPERTY GIFTING

No any property gifting report.

Others

1. No

AX Curtain Sdn Bhd

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www.axcurtain.com.my Email : info@axcurtain.com.my H/P : 019-2148958

QUOTATION

TO : **Shah Alam Chinese Methodist Church**
ADDRESS : Persiaran Anggerik Vanilla, 40460 Shah Alam, Selangor
ATTN : Mr Foo
CONTACT : 012-281 9844

QUO No : AXQ20240308-A

DATE : 8-Mar-2024

QUOTATION FOR SUPPLY & INSTALLATION OF CURTAINS & BLINDS

We are please to quote the following :-

No.	DESCRIPTION	Roller Blind	Tint	Curtain
1	Old wing - Window 1		RM 1,350.00	RM 640.00
2	Old wing - Window 2		RM 1,350.00	RM 640.00
3	Old wing - Window 3		RM 1,330.00	RM 640.00
4	Old wing - Window 4		RM 810.00	RM 510.00
5	Old wing - Nursery Window 1		RM 680.00	RM 400.00
6	Old wing - Nursery Window 2		RM 1,330.00	RM 640.00
7	Old wing - Nursery Window 3		RM 660.00	RM 400.00
8	Old wing - Nursery Window 4		RM 1,560.00	RM 770.00
9	Old wing - Nursery Entrance Window			RM 440.00
10	Old wing - Open area window 1			RM 340.00
11	Old wing - Open area window 2			RM 360.00
12	Old wing - Open area window 3			RM 360.00
13	Old wing - Door to Sanctuary			RM 420.00
14	Old wing - Room 6			RM 210.00
15	Old wing - Room 6 Outside			RM 360.00
16	Old wing - Room 3 Outside			RM 300.00
17	Old wing - Back Stair Window 1	RM 500.00	RM 430.00	
18	Old wing - Back Stair Window 2	RM 390.00	RM 330.00	
19	Old wing - Back Stair Window 3	RM 370.00	RM 320.00	
20	New wing - 1F Room 1-1		RM 550.00	
21	New wing - 1F Room 1-2		RM 390.00	
22	New wing - 1F Room 2		RM 390.00	
23	New wing - 1F Room 3		RM 390.00	
24	New wing - 1F Room 4-1		RM 390.00	
25	New wing - 1F Room 4-2		RM 390.00	
26	New wing - 1F Room 5-1		RM 390.00	
27	New wing - 1F Room 5-2		RM 390.00	
28	New wing - 1F Room 6-1		RM 390.00	
29	New wing - 1F Room 6-2		RM 390.00	
30	New wing - 1F Room 6-3		RM 390.00	

DELIVERY : Within 2-3 weeks upon confirmation of order & receipt of 50% deposit payment

VALID UNTIL : 7-Apr-2024

Payment Terms : 50% upon confirmation of order & balance cash on delivery.

Payable to : AX Curtain Sdn Bhd Maybank 5148-3341-2431

Trust that the above will meet your requirement & looking forward to be serviced to you.

Yours faithfully,

ANGEL OOH

AX Curtain Sdn Bhd

Confirmed By :

Name :

Date :

CASH SALE

Lot 10517, Batu 5 Jalan Sungai Jati,
41000 Klang, Selangor Darul Ehsan.

№ 0025

KOTA KEMUNING

Mr / Mrs : SHAH ALAM CHINESE METHODIST CHURCH

Date : _____

for AMA KITCHEN CABINET

Authorised Signatory

Received By