

**Platinum Business Awards 2026**  
**2026年度企业白金奖**  
**SME Outstanding Professional Services Award**  
**中小企业杰出专业人士奖**  
**NOMINATION FORM**  
**提名表格**  
**(Closing Date: 31 August 2026)**  
**(提名截止: 31/08/2026)**

**Qualifying Criteria提名资格**

- The company must be incorporated in Malaysia.
- More than 50.0% of the shares of the company are owned by Malaysians (except for Business Outstanding Achievers Award and International Platinum Business Excellence Award).
- The company must not be a public listed company or approved for public listing as of 31 August 2026. (except for Business Outstanding Achievers Award and International Platinum Business Excellence Award).
- Less than 50.0% of the shares of the company are owned by a public listed company
- The company professional service must be in the business field for at least one (1) year and more.
- A minimum of 1 year of experience in the professional services sector.
- 提名的企业必须于马来西亚注册。
- 提名企业超过50%的股权必须由马来西亚人拥有（提名杰出企业成就奖和国际企业卓越白金大奖除外）。
- 提名企业不能是上市企业，这包括在2026年8月31日前获准上市的企业（提名杰出成就奖和国际企业卓越白金大奖的企业除外）。
- 上市公司在提名企业里的股份拥有权需低于50%。
- 提名企业必须已经营业1年或以上。
- 专业服务领域内必须1年以上。

**Guidelines for Submission提名程序**

- The nominee is allowed to submit a maximum of 2 Award Categories.
- One nomination form is applicable for the submission of ONE Award Category only.
- The nominee must indicate the Award Category (ONE only) that the company intends to submit for in the nomination form.
- All sections of the nomination form must be completely filled in. Please indicate N/A where appropriate.
- All information provided in the nomination form will be treated with full confidentiality.
- Completed nomination form must be attached with the following :
  - Latest audited accounts
  - Section 58 & Section 78 (instead equivalent forms under the Registration of Businesses Act 1956 or Limited Liability Partnerships)

- A cheque for the payment of the processing fee of **RM2,900**  
Cheque to be made payable to **“SMEAM SERVICES SDN BHD”**  
**RHB Bank Berhad Account No. 2141 2900 3490 88, SWIFT CODE : RHBBMYKLXXX**
- Other relevant supporting documents or information deemed appropriate
- The organizer does not undertake to return documents and/or supplementary material which are submitted along with the nomination form.
- Names of applicants, commentary and scoring information developed during the review of applications are regarded as proprietary by the Award Committee and are kept strictly confidential. Such information is available only to those individuals directly involved in the assessment and administrative process.
- Nominations must be submitted online by **31 August 2026**.
- For enquiries, please contact the Office:  
**SME Malaysia Office Mobile: 016-350 0177**  
**PLATINUM BUSINESS AWARDS 2026**  
**SME Association of Malaysia**  
Lot 4-13A & 4-15, Quill City Mall,  
No. 1018, Jalan Sultan Ismail, 50250 Kuala Lumpur  
**Tel : +603-2602 9654**  
**Email : [pba@smemalaysia.org](mailto:pba@smemalaysia.org)**

- 提名企业可以参与最多两个奖项组别的提名。
- 每一份提名表格只能参与一个奖项组别的提名。
- 提名企业必须注明要参与的奖项组别。
- 提名表格需完整填上。如有一些对提名企业无关的资料，请务必填上N/A。
- 所有在提名表格中提供的资料将完全受到保密。
- 提名表格需附上：
  - 最近年度财务稽查报告；
  - Section 58 & Section 78 (或依据1956年商业注册法令/ 2012年有限合伙企业法令下相关文件)；
  - 提名费**RM2,900.00** :  
支票抬头: **“SMEAM SERVICES SDN BHD”**  
**RHB Bank Berhad, 户口号码: 2141 2900 3490 88, SWIFT CODE : RHBBMYKLXXX**
  - 提名企业认为有助于提名的文件或资料
- 主办方将不会归还所有呈上的文件或表格。
- 主审单位将拥有提名企业、评估报告和评分等资料的所有权，并对有关资料进行保密。有关资料只能提供给参与评审和行政的人员。
- 请于**31/08/2026**前提交完整的提名表格到秘书处（线上提名）：  
Attn : SME Malaysia Office 016-350 0177  
Platinum Business Awards 2026  
SME Association of Malaysia  
Lot 4-13A & 4-15, Quill City Mall,  
No. 1018, Jalan Sultan Ismail, 50250 Kuala Lumpur  
电话 : +603-2602 9654  
电邮 : [pba@smemalaysia.org](mailto:pba@smemalaysia.org)

**A. COMPANY BACKGROUND企业背景**

Company Name公司名字:

Professional Service Profile of the Professional Service Provider 专业服务提供者的专业服务简介:	
<p>Please provide the background, qualifications, professional affiliations, and industry contributions of the key professional being nominated. This may include:</p> <ul style="list-style-type: none"> <li>• Professional licenses or certifications</li> <li>• Educational qualifications</li> <li>• Relevant career achievements or publications</li> <li>• Leadership in the field or community contributions</li> </ul> <p>请提供被提名关键专业人士的背景、资格、专业隶属关系以及对行业的贡献。这可包括:</p> <ul style="list-style-type: none"> <li>• 专业执照或认证</li> <li>• 教育资格</li> <li>• 相关的职业成就或出版作品</li> <li>• 在专业领域的领导力或对社区的贡献</li> </ul>	
Business Address 公司地址:	
Factory Address (if applicable) 工厂地址 (如有):	
Tel No 电话:	Fax No 传真:
Email 电邮:	Website 公司网站:
Company Registration No 公司注册号码:	Date of Incorporation 公司成立日期:

<b>B. BUSINESS OWNERSHIP 公司拥有权</b>	
<p>1. Is your company incorporated in Malaysia with more than 50.0% shares owned by Malaysians?          贵公司是否在马来西亚注册, 并且50%以上的股份由马来西亚人拥有?  <input type="checkbox"/> YES 是   <input type="checkbox"/> NO 否</p>	
Shareholding Structure 股份结构:	% of Share 股份比例
Malaysian Bumi 土著	
Malaysian Non-Bumi 非土著	
Foreign 外国人	
State-owned enterprises / agencies (Please state the year of becoming shareholder) 国营公司/机构 (请注明成为股东的年份)	
<p>1. Your business is (please tick one)          贵公司为(请选一项)  <input type="checkbox"/> Inherited from family 家族企业   <input type="checkbox"/> A self-established business 自立企业</p>	

2. Is your company a subsidiary?

贵公司是否为某企业的子公司?

a	If yes, please state name of your parent company. 如是, 请列出母公司的名字:	
b	Please state equity percentage held by parent company 请列出母公司对贵公司的股份拥有权:	
c	Is your parent company a listed company? 母公司是否为上市公司?	<input type="checkbox"/> YES 是 <input type="checkbox"/> NO 否

3. Please attach your management organizational chart. 请附上贵公司的公司组织架构图。

4. Please state the number of company directors:

请列出公司董事人数:

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5. Has public interest litigation been lodged against the company's or individual practices during the past 3 years?

在过去3年期间, 贵公司或个人是否曾经因为涉及大众利益的事项而接受司法调查?

YES 是  NO 否

6. Is there any winding up or liquidation proceeding pending?

贵公司是否有涉及任何结业或被清盘的手续?

YES 是  NO 否

7. Does the Company file its annual return with the SSM and tax authorities regularly and comply with all the statutory provisions of the Companies Act 2016?

贵公司是否依据2016年公司注册法令, 定期呈交公司年度和稽查报告于公司注册局, 并且遵守所有法定条规?

YES 是  NO 否

8. Has a prosecution been undertaken against the company or individual by any authorities in the last 3 years?

在过去3年期间, 贵公司或个人是否曾经被执法单位起诉?

YES 是  NO 否

**C. BUSINESS AND COMPANY 商业活动和企业**

1. Please briefly describe your professional services business and attach your company profile, if available.  
请简略描述贵公司的主要专业业务、产品或服务。请附上企业简介（如有）。

2. Please list the significant achievements of your company in the past 3 years:  
请列出贵公司在近3年的特出表现或成就:

3. Please list the major awards received by your company in the past 5 years:  
请列出贵公司在近5年获得的重要奖项:

Year 年份	Award Name / Description 奖项

**D. COMPANY PHILOSOPHY 企业宗旨和原则**

1. What is your company's vision?  
请列出贵公司的企业愿景:

2. What is your company's mission?  
请列出贵公司的企业使命:

3. What are your company's core values?

请列出贵公司的主要企业价值:

**E. OPERATIONS & TECHNOLOGY 企业运作和科技**

1. Please list the Quality / Operational accreditations bestowed upon your company (e.g. ISO, CE, GMP, HACCP).

请列出贵公司获得的认证 (例: ISO, CE, GMP, HACCP)

Year 年份	Accreditation Description 认证说明

2. Does your company follow a standard operating procedure (SOP)? Explain how your company uses technology or digital tools to enhance your professional services. Examples: use of cloud platforms, client portals, AI-based tools, automation of processes, etc.

贵公司是否拥有一个标准作业方式 (SOP)? 请说明贵公司如何运用科技或数码工具来提升专业服务的质量。例如: 使用云端平台、客户门户系统、人工智能工具、流程自动化等。

YES 是     NO 否

3. Does your company have a written Business Plan?

贵公司是否有书写营业计划书?

YES (If tick YES, please attach) 有 (请附上计划书)     No 否

**F. FINANCIAL PERFORMANCE 财务表现**

		2023 (RM)	2024 (RM)	2025 (RM)
1	Annual Turnover 年度营业额			
	Local 本地			
	Overseas 国外			
2	Cost of sales 销售成本			
3	Gross Profit 毛利润			
4	Profit before tax 税前盈利			
5	Profit after tax 税后盈利			
6	Non-current assets 非流动资产			
7	Total assets 总资产			
8	Non-current liabilities 非流动负债			
9	Current liabilities 流动负债			
10	Total liabilities 总负债			
11	Paid-up capital 缴付资本			
12	Retained earnings 留存收益			
13	Total shareholders fund 股东总资金			

**G. CLIENT TESTIMONIALS OR CASE STUDIES INFORMATION ON SERVICE SECTOR EXCELLENCE 客户推荐或案例研究：服务领域卓越表现的相关资料**

Please provide a brief description for each of the guidelines below. It is highly recommended that you include Diagrams, Pictures, Tables, Flow Charts and Videos (USB or links to videos) to support and demonstrate your strengths in the award category that you have selected.

请按照以下指示提供说明，建议以图表、照片、流程图及视频（USB或视频连接）呈现，以强化贵公司在相关奖项的优势。

**1. Overview 概述：**

What is/are the nominated Service(s) and the key values to your customers?

所提名的服务及其对贵公司客户的主要价值。

**2. Key Achievement/s 主要成就:**

Please list down the key achievement/s obtained in the last 3 years (e.g. The Only one to ...; Certified by ...; The most ...; The 1<sup>st</sup> to ...)

请列明过去3年所取得的主要成就（例：唯一..., 获得...认证, 最..., 第一家...的公司/企业）

**3. Customer Data 客户数据 :**

How does your business get an in-depth understanding or information on the characteristics of your current and potential customer groups? (e.g. feedback forms, secondary data on consumer patterns, call centre etc.)

贵公司如何深入解读所取得的客户数据所呈现的现有及潜在的客户形态？（例：回馈表、消费者模式的二手数据、电话服务中心）

**4. Service Culture and Values 服务文化与价值:**

Please describe your company's service culture and values that are committed by top management and communicated to and practiced by the entire team. Please describe how these were carried out beyond expectations.

请阐述贵公司顶尖管理层所承诺并下达到整个团队执行的服务文化与价值观。请阐述这项任务是如何在超乎预期中执行的。

**5. Measurements and Recognition 评估与表彰:**

How does your company measure, motivate and reward team members to practice service excellence?

贵公司如何评估、鼓励与奖励团队成员落实卓越服务？

**6. Customers' Feedback Channels 客户回馈管道 :**

What are the channels or platforms made available to your customers to provide their feedback, ideas and complaints? (e.g. online feedback form, printed feedback form, after-sales follow up etc)

贵公司客户有哪些意见回馈、投诉管道或平台？（网上回馈表、纸本回馈表、售后服务追踪等）

**7. Feedback Handling Process 回馈处理过程:**

Does your company have a customer feedback handling process or feedback escalation process in place? If yes, please provide details.

贵公司是否设有客户回馈处理过程？如有，请提供详情。

**8. Service Quality Policy 服务品质政策 :**

What is your company's service quality policy? How does your service fare in comparison to the committed service quality policy?

贵公司的服务品质政策为何？贵公司的服务如何与服务品质政策相辅相成？

**9. Customer Satisfaction 客户满意度 :**

How do you measure customer satisfaction in various key areas? (e.g. delivery, timeliness, information, accessibility, customer service quality etc)

贵公司如何测量在各项指标中客户满意度？（送达、及时性、资讯、接触性、客户服务品质等）

**10. Data Analysis 数据分析 :**

How do you analyse the above information for use in adapting or developing your business strategies?

贵公司如何分析以上数据作为贵公司纳入与研发企业策略之用？

**H. DECLARATION**

*(To be completed by the Chief Executive Officer or Managing Director or equivalent)*

I declare that the facts stated in this nomination form and the accompanying information are true and correct and have satisfied the qualifying criteria.

I agree to:

- The publication of the financial figures provided in the nomination form upon request;
- Provide the company's audited statements and other relevant information as requested and allow the organizer to retain them;
- Notify the organizer that my Company has been approved for listing on any stock exchange on or before 31 August 2026.
- Abide by the requirements of the nomination;
- Abide by the decisions of the Selection Board which will be deemed final and conclusive.

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Signature: \_\_\_\_\_

Company Stamp

Date:

\_\_\_\_\_

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**Contact Person for Verification / Site Visitation Purposes**

Name:

\_\_\_\_\_

Designation:

\_\_\_\_\_

Contact No:

\_\_\_\_\_

Email:

\_\_\_\_\_

**Proposer**

Name:

\_\_\_\_\_

Designation:

\_\_\_\_\_

Date:

\_\_\_\_\_

Signature:

\_\_\_\_\_

Proposer Stamp:

**Special Remark for Award Winner:**

PBA is a prestigious award recognising outstanding winners that have achieved significant milestone and value for your organisation. To celebrate the achievement over a gala dinner, an additional fee of **RM6,000** is applied, whereby each award winners will receive a trophy, certificate, dinner seat for one, two digital copies of award receiving photos, company brief on PBA 2026 website & Facebook, and last but not least company's name or logo on selected media publication. The additional fee of RM6,000 can be refunded if a gala dinner package is purchased.

**FOR OFFICE USE ONLY**

Submission date:

\_\_\_\_\_

Enclosures:

- Completed nomination form
- Latests audited accounts
- Form 24 and 49 or equivalent forms
- M&A

Processing fee

Other supporting documents

Serial no:

\_\_\_\_\_

Acknowledged

\_\_\_\_\_

by: