

## PERMIT BERNIAGA/MEMBEKAL KELENGKAPAN DAN PAKAIAN PDRM

### **General Guidelines for Submission for Licence/Approval/Permit using BLESS**

- Application for licence/approval/permit through BLESS can be done by individuals, companies, businesses, cooperatives, societies, government agencies, consultant, and institution.
- Applicant must first register as an individual in BLESS and proceed to register the entity that they are representing, may it be company, business, cooperatives, society, government agencies, consultant, or institution. The company and business profile in BLESS must be obtained through the data extraction process from *Suruhanjaya Syarikat Malaysia* (SSM) e-Info system directly to BLESS. A fee of RM15.00 is charged by SSM.
- The applicant is required to select their entity they are representing before selecting and filling up the licence's online form.
- Any fees to the agency can be made using BLESS's e-Payment module (specific for the agencies who has subscribed to this function). Payment can still be made manually and the payment information as well as the proof of payment must be available to the respective agency.
- For the licence application that requires an upfront payment (payments made prior to application submission), payment must be made using the e-Payment module before the licence application can be submitted (no manual payment is allowed). The licence application will not be able to be submitted otherwise.
- The applicant is required to upload the documents as stated in the licence's Checklist and Guidelines together with a complete application form through BLESS.
- BLESS supports all file formats (Word, Excel, Powerpoint and etc) to be uploaded using the Upload Document function.
- The original documents and images can be scanned to a JPEG or other relevant format and uploaded to BLESS.
- If the applicant is unable to upload certain documents such as drawings, please proceed to submit the documents manually (via post or to the agency's counter) based on the requirements from the respective agency. For the manual submission, the applicant is required to specify the BLESS submission number in each document for reference.
- The complete licence application together with the supporting documents can be submitted online through BLESS and an email notification will be sent to the applicant.

## **JENIS PANDUAN PERMOHONAN PELESENAN AM**

### **Permohonan Permit Berniaga Peralatan Dan Pakaian Seragam Polis**

Pemohon dikehendaki memohon lesen ini di laman web [www.bless.gov.my](http://www.bless.gov.my) Sebarang pertanyaan lanjut boleh menghubungi di talian 03-88883390 (Call Centre BLESS). Dokumen-dokumen yang perlu dimuatnaik adalah seperti berikut:

- i. Keping Gambar Berukuran Pasport
- ii. Salinan Kad Pengenalan Pemohon
- iii. Salinan Sijil Pendaftaran Syarikat (borang 9)
- iv. Salinan Caruman KWSP Syarikat
- v. Salinan Penyata Bank Syarikat (3 bulan terakhir)
- vi. Salinan Cukai Pendapatan
- vii. Salinan Lesen Perniagaan yang dikeluarkan oleh PBT
- viii. Salinan Surat Perjanjian sewa beli
- ix. Salinan kebenaran/kelulusan Majlis Daerah
- x. Senarai Peralatan dan Pakaian Seragam yang hendak diniagakan.
- xi. Salinan Pendaftaran Pihak Berkuasa Tempatan.

### **Permohonan Permit Membekal Peralatan Dan Pakaian Seragam Polis**

- i. Keping Gambar Berukuran Pasport
- ii. Salinan Kad Pengenalan Pemohon
- iii. Salinan Sijil Pendaftaran Syarikat (borang 9)
- iv. Salinan Caruman KWSP Syarikat
- v. Salinan Penyata Bank Syarikat (3 bulan terakhir)
- vi. Salinan Cukai Pendapatan
- vii. Salinan Lesen Perniagaan yang dikeluarkan oleh PBT
- viii. Salinan Surat Perjanjian sewa beli
- ix. Salinan kebenaran/kelulusan Majlis Daerah
- x. Senarai Peralatan dan Pakaian Seragam yang hendak dibekalkan
- xii. Salinan Pendaftaran Pihak Berkuasa Tempatan.