

21 August 2023

TO THE TENDERER

Dear Sir/Madam

TENDER REFERENCE: 23/0019

(I) SUPPLY AND INSTALLATION OF CCTV CAMERAS AND ASSOCIATED PERIPHERALS, PROVISION OF CENTRAL MONITORING SYSTEM (CMS) IN SINGAPORE SPORTS SCHOOL LTD, AND LINKING ALL EXISTING STAND-ALONE CCTV SYSTEMS TO THE NEW CMS AND (II) TERM CONTRACT FOR PROVISION OF NON-COMPREHENSIVE PREVENTIVE MAINTENANCE AND SERVICING, AND BREAKDOWN MAINTENANCE OF CCTV SYSTEMS, CMS AND INTRUDER ALARM SYSTEMS FOR A PERIOD OF THREE YEARS AND SIX MONTHS FROM THE DATE OF AWARD OF THE CONTRACT

CLOSING DATE: 25 SEPTEMBER 2023 (MONDAY) AT 1300 HOURS

Invitation to Tender

1 You are invited by Singapore Sports School Ltd (hereinafter referred to as “the School”) to submit a tender for the supply of services mentioned above.

Tender Briefing

2 A tender briefing will be held for all tenderers at the date, time and venue specified below:

Date :	28 August 2023 (Monday)
Time :	1430 hours
Venue :	Singapore Sports School, NYSI Think Tank Room, 1 Champions Way Singapore 737913

3 Attendance of the site briefing is **compulsory** for participation in this tender. Request for additional site visit will not be entertained.

Tender Specifications

4 The scope and nature of this tender are specified in the Requirement Specifications.

Eligibility and Evaluation Criteria

5 Your Tender will be evaluated based on the Eligibility and Evaluation Criteria in the Requirement Specifications.

Submission of Tender

6 Tenderers are advised to refer to Paragraph 3 of Part 1 – Instructions to Tenderers for details on submission of tender. Your tender offer for the supply of services in accordance with the Tender Documents must be submitted by 25 September 2023 (Monday) at 1300 hours sharp. Late submission will **NOT** be accepted.

7 The following documents need to be submitted as part of the Tender Offer:

- 7.1 Part 4 – Form of Tender;
- 7.2 Part 5 – Schedule of Rates;
- 7.3 Part 6 – Information to Be Submitted by Tenderers;
- 7.4 Part 7 – Statement of Compliance;
- 7.5 Declaration on Progressive Wage Mark eligibility under Annex I of Part 2 – Conditions of Contract;
- 7.6 Confidentiality and Data Protection Undertaking under Annex II of Part 2 – Conditions of Contract; and
- 7.7 Any other additional information that is relevant to and/or required for the proposal.

Enquiries

8 Any queries regarding this Invitation to Tender should be made directly to:

Teo Soh Yan (Ms)
Senior Executive, Procurement
Telephone: 6761 8659
Email: teo_soh_yan@sportsschool.edu.sg

Non-Registered Contractors

9 Non-registered contractors are advised to apply for registration at the earliest opportunity directly with the registration authority. If by the closing date of tender, the registration is still pending, a copy of the receipt for registration fee issued by the registration authority should be enclosed in the Tender Offer.

Corrigendum

10 If there is any change or amendment of information to the tender before the closing date, notification will be given through the publication of the Corrigendum to the Tender Notice via email. Tenderers are advised to check the Tender Notice to ensure that the Corrigendum if any, has not been missed before submitting their Tender Offer.

Enclosed Documents

- 11 This Invitation to Tender includes the following documents:
- 11.1 Invitation to Tender covering letter;
 - 11.2 Part 1 – Instructions to Tenderers;
 - 11.3 Part 2 – Conditions of Contract;
 - 11.4 Part 3 – Requirement Specifications;
 - 11.5 Part 4 – Form of Tender;
 - 11.6 Part 5 – Schedule of Rates;
 - 11.7 Part 6 – Information to Be Submitted by Tenderers; and
 - 11.8 Part 7 – Statement of Compliance.