

25 August 2025

TO THE TENDERER

Dear Sir/Madam

**TENDER REFERENCE: 25/0015**

**SUPPLY LABOUR, TOOLS, AND EQUIPMENT TO REFURBISH OUTDOOR NETBALL COURT  
GALLERY AND NETBALL STORE AT SINGAPORE SPORTS SCHOOL**

**CLOSING DATE: 30 SEPTEMBER 2025 (TUESDAY) 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 goods and/or services mentioned above.

**Tender Briefing**

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

Date: 29 August 2025 (Friday)

Time: 1000 hours

Venue: Singapore Sports School Ltd, 1 Champions Way Singapore 737913,  
General Office, outside General Office/Heritage Centre.

3 Attendance of the site briefing is **compulsory** for participation in this tender. Request for additional site visit will not be entertained. Please note that there may be climbing of ladders during the site show-round.

**Tender Specifications**

4 The scope and nature of this tender are specified in Part 3 of the Invitation to Tender.

**Eligibility and Evaluation Criteria**

5 Your Tender will be evaluated based on the Eligibility and Evaluation Criteria in Part 3 of the Invitation to Tender.

### **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 goods and/or services in accordance with the Tender Documents must be submitted by 30 September 2025 (Tuesday) before 1300 hours. 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 – Information to be Submitted by Tenderers

7.3 Part 6 – Statement of Compliance;

7.4 Declaration on Progressive Wage Mark eligibility under Annex I of Part 2 – Conditions of Contract;

7.5 The Tenderer's proposal detailing:

7.5.1 Duration of work completion;

7.5.2 Relevant track records and project references in completing projects of similar nature and complexity to this tender in the last five (5) years, including but not limited to list of major clients and samples of past projects using the format attached in Part 5 – Information to Be Submitted by Tenderers.

7.6 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:

Colin Soh  
Manager, Procurement  
Telephone: 6761 8667  
Email: colin\_soh@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 cover 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 – Information to be Submitted by Tenderers; and
- 11.7 Part 6 – Statement of Compliance.