

## PART 6 – INFORMATION TO BE SUBMITTED BY TENDERERS

### A) ESTABLISHMENT OF FIRM

#### 1. The Firm

Company Name			
Registered Address			
Mailing Address (If different from above)			
Telephone No.		Facsimile No.	
Email Address			

#### 2. Business/Company Registration

Type of firm (☒ tick the appropriate box only)

<input type="checkbox"/> Sole Proprietorship	Registration Number: _____
<input type="checkbox"/> Partnership	
<input type="checkbox"/> Private Company	Date of Registration: _____
<input type="checkbox"/> Public Company	
<input type="checkbox"/> Licensed Corporation	Country of Registration: _____
<input type="checkbox"/> Joint Venture	
<input type="checkbox"/> Others (Please specify) _____	Years in Operation: _____

#### 3. Key Personnel - The Principals, Partners or Directors

No	Name	Designation	Nationality	Year of Registration with Professional Board	Years of Relevant Experience

*Insert additional rows if insufficient*

4. Information on Major Shareholders

Person, Company or Corporation which owns, whether directly or indirectly, at least 50% of the total number of shares in the tenderer.				Details of shares held by such person, company or corporation		
No.	Name of Director/Company	Nationality	Address	No. Of Shares	% of Shares	Class of Share

*Insert additional rows if insufficient*

5. GST Status of Firm (if any)

*Non-taxable under the GST Act / Taxable under the GST Act
<p>The GST Registration No. is _____</p> <p>A photocopy of the Certification of Registration for Goods and Service Tax shall be enclosed.</p>
*Delete whichever is inapplicable

**CONTACT PERSON**

Name(s): \_\_\_\_\_

DID No : \_\_\_\_\_

HP No : \_\_\_\_\_

Fax No : \_\_\_\_\_

Email : \_\_\_\_\_

### **TRACK RECORDS AND PROJECT ORGANISATION CHART**

#### **(A) Relevant Track Records and References**

Tenderers are to provide particulars of all relevant past and present contracts for similar nature, scale and complexity to educational institutions/sports complex/boarding house in the last three (3) years undertaken by them.

If the space given is insufficient, additional sheets should be attached. These additional sheets must bear the Tenderer's name and be signed by the Tenderer's authorised signatory.

<b>S/NO</b>	<b>DESCRIPTION OF PROJECT</b>	<b>NAME, ADDRESS AND CONTACT OF CUSTOMER REFERENCE</b>	<b>DETAILS OF WORKS PROVIDED</b>	<b>PROJECT VALUE*</b>	<b>STAGE OF PROJECT<sup>+</sup></b>	<b>DATE OF COMMENCEMENT AND COMPLETION OF ENGAGEMENT</b>

\* If the unit of currency is foreign, please provide the equivalent in Singapore Dollars.

+ Concept Design, Detailed Design Development, Tendering, Construction, or Defects Liability Period

**(B) Project Organisation Chart and Relevant Expertise and Experience of Proposed Project Team**

Tenderers are to provide the project organisation chart(s) and the project officers designated for the project:

**Project Organisation Chart**

Please provide information

S/NO	NAME OF PROJECT OFFICER	DESIGNATION IN FIRM	QUALIFICATION	YEARS OF RELEVANT EXPERIENCE	PROPOSED PROJECT ROLE

If the space given is insufficient, additional sheets should be attached. These additional sheets must bear the Tenderer's name and be signed by the Tenderer's authorised signatory