

**ANNEX A**

**FORM OF TENDER**

**FORM OF TENDER**

To: Singapore Pools (Private) Limited  
210 Middle Road #01-01  
Singapore Pools Building  
Singapore 188994

Dear Sirs,

**PROPOSAL FOR SUPPLY AND REPLACEMENT OF VARIABLE REFRIGERANT VOLUME (VRV) III SYSTEM AT JURONG, BEDOK & SERANGOON OFF-COURSE BETTING CENTRES (TENDER REF: TP7000001327)**

1. In response to your Invitation to Tender, we, the undersigned, hereby offer and on your acceptance of our captioned Proposal, undertake to provide the services in accordance with the Tender Document and the terms and conditions therein.
2. All documents referred within this Form of Tender are references to documents in the Tender Document. Unless expressly stated otherwise, all abbreviations and capitalised terms herein will have the same meaning as in Section I (Invitation to Tender) and Section II (Instructions to Tenderers) of the Tender Document.
3. We declare that \_\_\_\_\_ (Company name) and all of its Directors are currently not debarred from participating in tenders invited by any Government Ministries / Statutory Boards, if applicable.
4. We annex to this Form of Tender the following:
  - (a) Price Schedule for our Proposal and alternatives/options (if any);
  - (b) Our Tenderer's Particulars;
  - (c) Statement of Compliance;
  - (d) Client References;
  - (e) Resume of Project Team;
  - (f) Complete set of the latest audited Financial Statement (in English); and
  - (g) Others: \_\_\_\_\_ (pls specify)

Our offer is contained in the aforesaid documents, which shall constitute our Proposal. Our Proposal is fully consistent with and does not contradict or derogate from anything in your Section II (Instructions to Tenderers). If anything in our Proposal is inconsistent with, contradicts or derogates from anything in your Section II (Instructions to Tenderers), you are entitled to treat our Proposal as if it did not include any such inconsistency, contradiction or derogation, and your acceptance of our proposal shall be construed accordingly.

5. OUR OFFER IS VALID FOR ACCEPTANCE FOR SIX (6) MONTHS FROM THE CLOSING DATE OF THIS TENDER.
6. We acknowledge that we have read and accept the terms and conditions in Section I (Invitation to Tender) and Section II (Instructions to Tenderers) of the Tender Document.
7. We confirm that our Proposal meets the requirements in the Tender Document, and represent and warrant that the contents of the Proposal are true to the best of our information, knowledge and belief.
8. We warrant, represent and declare that we are duly authorised to submit, sign this Proposal, receive instruction, give any information, accept any contract and act for and on behalf of \_\_\_\_\_ in this Tender.
9. Where applicable, we shall, if and when required by you, execute a formal agreement incorporating Section III (Conditions of Contract) together with such further terms and conditions, if any, as may be agreed upon between us. Until such formal agreement is executed, this offer, together with your Letter of Acceptance, shall constitute a binding agreement between us on the terms as set out in set out in the Proposal, the Tender Document and any clarifications to the Tender that we had issued.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_

Authorized Signature and Company Stamp

Name:

Designation:

|                                                                                                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| NOTICE - This duly completed Form of Tender MUST accompany every Proposal. Any change to its wordings may render the Proposal liable to DISQUALIFICATION. |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|

**ANNEX C**

**TENDERER’S PARTICULARS**

## INFORMATION ON TENDERER

Please provide the information stated below and ATTACH LATEST COPY OF YOUR COMPANY'S ACRA<sup>1</sup> CERTIFICATION (for companies in Singapore) or Company/Business Registration (for overseas companies) certificate or equivalent. All spaces must be completed, and "NA" should be written if not applicable.

1. Registered Name of Company

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2. Registered Address, Telephone no., Fax no. and Internet Homepage

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- ### 3. Type of Registration

- ☐ Sole Proprietor                      ☐ Private Company  
☐ Partnership                          ☐ Public Company  
☐ Others (Please state: \_\_\_\_\_)

4. Date (DD/MM/YYYY) of Incorporation: \_\_\_\_\_

5. Business Registration No: \_\_\_\_\_

6. GST Registration No (if applicable): \_\_\_\_\_

7. Commercial Details (if applicable):

- a. Government Supplier Registration<sup>2</sup> (Supply Head, Financial Limit & Expiry Date):

<sup>1</sup> Accounting and Corporate Regulatory Authority

<sup>2</sup> Previously known as Expenditure and Procurement Policies Unit (EPPU). For information on registration, please refer to the Government Electronic Business (GeBIZ) for details (<http://www.gebiz.gov.sg>).

b. Others (e.g. BCA<sup>3</sup>, certificates, licenses, etc.):

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<sup>3</sup> Building and Construction Authority (BCA). For information on registration, please refer to BCA website for details (<https://www1.bca.gov.sg>).

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ANNEX C – TENDERER’S PARTICULARS

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8. Nature of Business & Products/Services Offered

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9. Ownership: Singapore [    %]            Foreign [    %]

10. Names of all Partners/Directors/Shareholders & % of Shareholding for each.  
(Use separate sheet).

11. Principal Officers:

Managing Director \_\_\_\_\_

General Manager \_\_\_\_\_

Key Account Manager \_\_\_\_\_

**Contact Person(s) for this Tender:**

| <u>Name &amp; Designation</u> | <u>Contact No.</u><br><u>(Office &amp; Mobile)</u> | <u>Email Address</u> |
|-------------------------------|----------------------------------------------------|----------------------|
|                               |                                                    |                      |
|                               |                                                    |                      |

12. Paid-up Capital: S\$\_\_\_\_\_

13. Fixed Assets: S\$\_\_\_\_\_

14. Annual Turnover: S\$\_\_\_\_\_

15. Company Bankers

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16. Give details of international/technical support for local operations, if applicable. (Use separate sheet).

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ANNEX C – TENDERER’S PARTICULARS

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17. Give details of the total number of staff strength (Please also provide a breakdown of the staff strength) and attach a copy of the organization chart. (Use separate sheet).
18. Company’s track record with other customers for products/services offered that are similar to the goods/services to be offered by this Tender. (Use separate sheet and use the template **in Annex E Client References**).
19. I declare that the information provided in this form and on all accompanying documents are true and correct.

Name:

Designation:

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

Date: \_\_\_\_\_

Company Stamp: \_\_\_\_\_

**ANNEX D**

**STATEMENT OF COMPLIANCE**

## STATEMENT OF COMPLIANCE

1. Please state clearly the compliance to each clause including all sub-clauses specified in **Section III Conditions of Contract (including the Schedules if any)** and **Section V Requirements including the Appendices if any** in the format provided below.
2. Quote the lowest paragraph or sub-paragraph number. Any declaration made to the stated paragraph shall also apply to all the lower-level paragraphs, unless otherwise specified by the Tenderer. All paragraphs in **Section III Conditions of Contract (including the Schedules)** and **Section V Requirements including the Appendices if any** of this Tender Document must be referenced.
3. The Tenderer shall take note that the response shall take into consideration all Annexes referenced. Where there is a failure to indicate any compliance against any clause, it shall be deemed that the Tenderer has indicated “Non-compliance” and the offer shall be evaluated accordingly.

4. Only the following responses are acceptable:

**“Compliance” or “C”:**

Able to **comply fully** with all requirements in all respects. The Tenderer shall not add comments against the clause that vary the meaning of full compliance to the clause. Any comments or attempts to vary the meaning shall have no effect and be disregarded if a response “Compliance” or “C” is given. The Tenderer may describe how the requirement will be met.

**“Non-compliance” or “NC”:**

**Does not fully comply with the requirements in all respects.** The Tenderer shall provide comments indicating the area(s) of and reason(s) for non-compliance.

5. The format for the Statement of Compliance shall follow the following template:

| Clause<br>(List all sub-clauses in Section III Conditions of Contract (including the Schedules) and Section V Requirements including the Appendices if any) | Compliance<br>(C/NC) | Remarks<br>(If ‘NC’, explain the reason(s) for non-compliance) |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----------------------------------------------------------------|
| <b>Section III Conditions of Contract (including the Schedules)</b>                                                                                         |                      |                                                                |
| Clause 1 to 13.12                                                                                                                                           |                      |                                                                |

| <b>Clause</b><br>(List all sub-clauses in Section III Conditions of Contract (including the Schedules) and Section V Requirements including the Appendices if any) | <b>Compliance (C/NC)</b> | <b>Remarks</b><br>(If 'NC', explain the reason(s) for non-compliance) |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-----------------------------------------------------------------------|
| <b>Section V Requirements including the Appendices if any</b>                                                                                                      |                          |                                                                       |
| Clause 1 to 6                                                                                                                                                      |                          |                                                                       |

**ANNEX E**  
**CLIENT REFERENCES**

**CLIENT REFERENCES**

Tenderer to provide non-confidential information about their current and completed similar contracts for **the last 3 years** in the format provided below.

| No<br>. | Contract Description | Client (Other<br>Companies) | Client's Contact<br>Person, Contact<br>No. and Email | Total Contract<br>Value (\$\$) | Contract Period |          | Commendation<br>Letters/Emails<br>(if any) <sup>@</sup> |
|---------|----------------------|-----------------------------|------------------------------------------------------|--------------------------------|-----------------|----------|---------------------------------------------------------|
|         |                      |                             |                                                      |                                | Start Date      | End Date |                                                         |
| 1       |                      |                             |                                                      |                                |                 |          |                                                         |
| 2       |                      |                             |                                                      |                                |                 |          |                                                         |
| 3       |                      |                             |                                                      |                                |                 |          |                                                         |
|         | ...                  |                             |                                                      |                                |                 |          |                                                         |
|         | ...                  |                             |                                                      |                                |                 |          |                                                         |

<sup>@</sup> For each contract listed, please submit a copy of Client's commendation letters/emails (if any).

We may contact the named contact person from your previous Client whom you previously dealt with to obtain a reference on you.

**ANNEX F**

**RESUME OF PROJECT TEAM**

**RESUME OF PROJECT TEAM COMPRISING MECHANICAL ENGINEER AND SUPERVISORS**

| <b>A. PERSONAL PARTICULARS</b>                                                                                                                                                         |                    |                  |                |              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------|----------------|--------------|
| Name of Staff and other particulars (E.g. designation/appointment, nationality, country of residence, age group etc.)                                                                  |                    |                  |                |              |
| <b>B. EDUCATIONAL QUALIFICATIONS</b>                                                                                                                                                   |                    |                  |                |              |
| Name of Institute                                                                                                                                                                      | Major / Discipline | Period           |                |              |
|                                                                                                                                                                                        |                    | From (mm/yyyy)   | To (mm/yyyy)   |              |
|                                                                                                                                                                                        |                    |                  |                |              |
| <b>C. WORK EXPERIENCE HISTORY</b>                                                                                                                                                      |                    |                  |                |              |
| Company Name                                                                                                                                                                           | Position           | Responsibilities | Period         |              |
|                                                                                                                                                                                        |                    |                  | From (mm/yyyy) | To (mm/yyyy) |
|                                                                                                                                                                                        |                    |                  |                |              |
| <b>D. RELEVANT SKILLS / KNOWLEDGE</b> (Brief description of past and present work portfolio and experience with relevant Professional Certificates e.g. WSQ Certificate or equivalent) |                    |                  |                |              |
|                                                                                                                                                                                        |                    |                  |                |              |