

Part 3

Particulars of Tenderer Form, Form of Tender & Schedule to Form of Tender

PARTICULARS OF TENDERER

1. GENERAL INFORMATION

State whether:

Public Limited Co. / Private Limited Co./

Partnership / Sole Proprietorship

(Please submit copy of instant information service from the Accounting and Corporate Regulatory Authority of Singapore, if submission of tender is through GeBIZ, as a separate attachment in [**] format titled "ACRA".)

Registered Name of Company/Firm :

Registered Address :

Telephone Number :

Fax Number :

Correspondence Address (if different from registered address) :

Registration No.:

Date of Incorporation/Registration:

No. of years in the relevant industry:

GST status of tenderer under the GST Act:

*Taxable/Non-taxable (*delete as necessary*)

For taxable tenderer, state GST Registration No:

If not, please indicate whether you will be a taxable person under the GST Act :

Will be/Will not* be a taxable person

Interbank GIRO Account Number, if available:

2. FINANCIAL INFORMATION

If body corporate, to state:-

Authorised capital:

Issued capital:

Total paid-up capital:

If partnership or sole proprietorship, to state capital set aside for business of this nature:-

Partnership/Sole Proprietorship (to delete whichever is inapplicable)

Capital set aside:

3. Name and Address of Banker(s):

4. DIRECTORS/PARTNERS

The Tenderer shall provide full information on:-

- (a) the name and address of any person, company or corporation which owns directly or indirectly, at least 50% of the capital or total number of shares in the Tenderer;
- (b) the number, percentage and class of shares or percentage of capital held by such person, company or corporation.

	Name	Identification No.	Position in Firm/Company	Address	% of Share
a)					
b)					
c)					
d)					

5. Persons Legally Empowered To Act and Sign

	Name	Identification No.	Position in Firm/Company	Address
a)				
b)				
c)				
d)				

6. I am/We are* registered with The Expenditure and Procurement Policies Unit (EPPU)/ The Building Construction Authority (BCA)* as follows:

Certificate of Registration No. _____

Date of Expiry : _____

Head	Financial Category

7. List of Debarments (if any)

S/No.	Name of Authority	Reasons for Debarments	Dates where Debarment was effective	
			From	To
1)				
2)				
3)				
4)				

* delete as necessary

8. Particulars and Employment History of Professional/ Supervisory/ Technical Staff proposed or available for tendered Project (Foreman, Supervisory Staff, Drivers, etc.):

	Name	Qualification	Institution	Year of Award	Relevant Working Experience (with Post Held & Responsibilities)
Professional Degree holder or equivalent					
Supervisory Diploma holder or equivalent					
Technical (e.g. Drivers) Trade Certificate holders					

If the space provided above is insufficient, please continue on an extension page setting out the required data in a similar manner

9. Projects executed for private organizations or other Government Agencies over the last 3 years to which reference may be made

S/No.	Project Title	Client & Address	Value of Work (\$)	Contract Period (DD/MM/YY)		Officer-in-charge
				From	To	

If the space provided above is insufficient, please continue on an extension page setting out the required data in a similar manner

10. I declare that the information contained is in the best of my knowledge and belief in all respects true and should there be any false statement I understand that my Firm/Company may be debarred from tendering for any FAS work.

I hereby undertake to inform the FAS of any changes of partnership/ director of Firm/ Company taking place during the term of the contract.

Signed/Confirmed by:-

(Please state designation of signatory
in Firm/Company i.e. Manager, Managing
Partner or Managing Director)

Firm/Company Stamp

Date : _____

Important Notes:

- a. All items in these forms must be filled. Any item not applicable should be so stated. Incomplete forms may render the Tender to be rejected.
- b. These forms must be signed/confirmed by persons or person legally empowered to act and sign on behalf of the Firm/ Company

FORM OF TENDER

To : Name(s) of Tenderer(s):¹

Football Association of Singapore
100 Tyrwhitt Road, #02-01
Singapore 207542

Address :

TERM CONTRACT FOR THE PROVISION OF UNARMED SECURITY PROTECTION OFFICER SERVICES TO THE FOOTBALL ASSOCIATION OF SINGAPORE FOR INTERNATIONAL/FRIENDLIES/TOURNAMENT & LOCAL TOURNAMENT MATCHES FROM 1 MAR 2019 TO 29 FEB 2020 WITH THE OPTION TO RENEW FROM 1 MAR 2020 TO 28 FEB 2021

Tender Ref: **FAS/COMP/2018/12/01**

1. We hereby offer and undertake on the acceptance of this tender to supply goods and services as specified in the Requirements Specifications under Part II of your Invitation to Tender and under the Instructions to Tenderer and Conditions of Contract in Part I of your Invitation to Tender at the rates specified and detailed in the Schedule of Rates (SOR) in the Schedule to Form of Tender below.
2. Our Tender is fully consistent with and does not contradict or derogate from anything in Part I of your Invitation to Tender or downgrade anything in your Requirement Specifications. You are entitled to reject our tender if it is inconsistent with or contradict or derogate from anything in Part I of your Invitation to Tender or downgrade anything in Part II of your Invitation to Tender.
3. We undertake that we shall as and when required by you execute with you a formal agreement in the appropriate form incorporating the Conditions of Contract set out in this Invitation to Tender together with such further terms and conditions, if any, agreed upon between the National FAS of Singapore (herein referred to as "the FAS") and us. Until the said formal agreement is prepared and executed, this offer together with your written acceptance (either by way of a letter of acceptance or purchase order which may be sent by post) thereof, shall constitute a binding agreement between us.
4. **OUR OFFER IS VALID FOR NINETY (90) DAYS FROM THE CLOSING DATE OF THIS TENDER.**
5. We agree that as and when requested by the FAS, we shall extend the validity of this offer for one or more periods not exceeding in total 30 days.
6. We understand that you are not bound to accept the lowest, the whole or any tender you may receive and that you reserve the right to and we agree that you may accept our tender in whole or in part in accordance with **clause 10** of the Instructions to Tenderer;
7. We further undertake to give you any further information which you may require.
8. We warrant, represent and declare that we are duly authorized to submit, sign this tender, receive instruction, give any information, accept any contract and act for and on behalf of _____² (Insert Name of firm, company or consortium).

¹ If the tender is submitted by a consortium, each member of the consortium shall be named.

Dated this _____ day of _____, 201_____

Signed/confirmed by³ :

[Name & NRIC No. of signatory]

As

Signature of Tenderer & Company/Firm stamp

of

[Designation of signatory]

[Name, Address & Tel No. of Company/Firm]

In the presence of

[Signature of Witness]

Name :

NRIC No. :

Address :

NOTICE: This Form duly completed MUST accompany every Tender Proposal. Any change to its wordings may render the Tender liable to DISQUALIFICATION.
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² If the tender is submitted by a consortium, each member of the consortium shall be listed. For example, "... for and on behalf of (Name of 1st Member) , (Name of 2nd Member) and (etc – List out Names of remaining Members) ..."

³ If the tender is submitted by a consortium, the Lead Member of the consortium shall submit the tender on behalf of the consortium members. Documentary proof must be provided that the Lead Member is authorised by all members of the consortium to submit, sign the tender, receive instruction, give any information, accept any contract and act for and on behalf of all the members of the consortium.

SCHEDULE TO FORM OF TENDER

I. PRICE SCHEDULE

Period	Item Description	Qty*	Rate per man per hr (minimum 4 hrs)	Net Price	Any other relevant item
1st Year (1 Mar 2019 to 29 Feb 2020)	Security Supervisor	1			
	Security Officer	1			
	Hand Held Metal Device	1			
2nd Year (Option) (1 Mar 2020 to 28 Feb 2021)	Security Supervisor	1			
	Security Officer	1			
	Hand Held Metal Device	1			

*** Note:**

The quantities in the above table are estimates only and to be used only for the purpose of price comparison during tender evaluation. The table should not be taken as a commitment by the FAS to purchase the quantities stated therein. For the avoidance of doubt, the estimated quantities stated in the table shall not be binding on the FAS and the FAS is entitled to require from the successful tenderer quantities far less than those stated in the table or if not required by the FAS none at all.

II. STATEMENT OF COMPLIANCE FOR PROPOSED GOODS/SERVICES

S/N	Description of Item	Clause	Compliance with Specifications (tick accordingly)		Information/Remarks
			Yes	No	
1	EPPU Registration EPPU Head Reference: EPU/SER 43	Invitation to Tender – Cover Letter			
2	EPPU Registration EPPU Financial Category: S8 (up to S\$10,000,000)	Invitation to Tender – Cover Letter			Critical component
3	Instruction to Tenderers Compliance to the Instruction to Tenderers in this contract document	Part 1 Instruction to Tenderers			
4	Submission of tender Submission of tender bids in GeBIZ .	Part 1 Instruction to Tenderers – clause 4.1			
5	Conditions of Contract Compliance to the Conditions of Contract in this contract document.	Part 1 Conditions of Contract			
6	Insurance	Part 1 Conditions of Contract - Clause A.12			
7	Requirement Specifications Compliance to the Requirement Specifications in this contract document.	Part 2 Requirement Specifications			Critical component