



**TGC-MD-04-16**

**Form A**

**FORM OF TENDER**

To: The Grassroots' Club

Name of Tenderer: \_\_\_\_\_

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

Address: \_\_\_\_\_

Tel: \_\_\_\_\_ (O) \_\_\_\_\_ (Mobile)

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

**TENDER REFERENCE**

1. WE, \_\_\_\_\_ (Company Name In Block Letters) hereby offer and undertake on the acceptance of this Tender Proposal as specified in the Invitation to Tender to The Grassroots' Club in the manner described in the Invitation to Tender at the prices quoted therein. Our offer complies with all terms, conditions and instructions stated in the Invitation to Tender.
2. Our Tender Proposal is fully consistent with and does not contradict or derogate or downgrade from anything in the Invitation to Tender. You are entitled to reject our Tender Proposal if it is inconsistent with or derogates from or downgrades anything in the Invitation to Tender.
3. We undertake that we shall, as and when required by you, execute with you a formal agreement in the Form of Agreement of the Invitation to Tender incorporating, further terms and conditions, if any, agreed upon between TGC and us in writing. Until the said agreement is thus executed, this offer and its acceptance thereof by TGC as evidenced by a letter of acceptance shall constitute a legally valid, binding and enforceable agreement between us.
4. Our offer is valid for six (6) calendar months from the closing date for the submission of tenders.
5. We agree that TGC reserves the right not to accept the lowest Tender Proposal, the whole Tender Proposal or any Tender Proposal.
6. A breakdown of The Contract Price and Services are given in Schedule 1 (Price Format) attached hereto.



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7. We are registered / not registered\* with \_\_\_\_\_ (Name of Government Registration Authority) under the following supply category/head (s) as specified in the Invitation to Tender Notice:

Registration with the Building and Construction Authority (BCA) / the Expenditure & Procurement Policies Unit (EPPU) (if any)

Supply Category/Head	Financial Category	Expiry

8. We further undertake to give you any further information which you may require. The following person can be contacted for further information regarding this Tender Proposal:

NAME	
DID	
HP	

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Authorised Signature

\_\_\_\_\_  
Tenderer's Official Stamp

\_\_\_\_\_  
Name & Designation



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**Form B**

**PARTICULAR OF TENDERER**

The Tenderer shall submit the following particulars regarding his company. All particulars submitted will be treated as strictly confidential.

1. Registered Business Name and Address of Firm/Company

Full Business Name	
Registered Address	
Correspondence Address	
Telephone number	
Email	
Business Reg (no. and date)	
Form of Business	

2. Capital

If Partnership, to state the capital set aside for business

Capital Set Aside :

If Limited Company, to state the authorized and paid-up capital

Authorized capital :

Paid Up capital :

3. Revenue (over last 3 years)

Revenue in 2022	
Revenue in 2023	
Revenue in 2024	



4. Detailed Particulars of Partners/Company Directors

Full Name /Designation	Working Experience

5. Debarment (if any)

Name of Authority	Reasons for Debarment	Effective Period



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**Form C**

**TENDERER'S EXPERIENCE**

The tenderer shall provide the list of projects that were previously managed and projects that are presently undertaken which are of similar nature to this tender.

PAST PROJECTS (attach extra sheets if required)

Name of Project and Date of Completion	Full name and address of Client	Brief description of Project

PRESENT PROJECTS (attach extra sheets if required)

Name of Project and Date of Completion	Full name and address of Client	Brief description of Project
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\_\_\_\_\_  
Authorised Signature

\_\_\_\_\_  
Tenderer's Official Stamp

\_\_\_\_\_  
Name & Designation

\_\_\_\_\_  
Date



**TGC-MD-04-16**

**Form D                      UNDERTAKING TO SAFEGUARD OFFICIAL INFORMATION**

TO :    THE GRASSROOTS' CLUB

I/We understand and agree that all official information acquired by me/us in the course of my/our duties and/or work in connection with this Tender and the provision of the Services is of a strictly confidential nature, and is not to be published or communicated by me/us to any other person in any form whatsoever except in the course of his official duties and/or in the performance of the Contract on a strictly 'need-to-know' basis, whether during or/after his/my service.

I/We shall ensure that any other person who is authorized by me/us to have access to any official information shall similarly sign an undertaking to safeguard official information.

I/We undertake to return any document received from The Grassroots' Club, any other copies made or reproduced from such document or part thereof whenever required by The Grassroots' Club.

I/We further understand that the official information acquired by me/us in the course of my/our duties and /or work in connection with this Tender and the provision of the Services may contain information governed by the Official Secrets Act (Cap. 213). I/We agree to safeguard such information in accordance with the Official Secrets Act.

I/We further understand and agree that any breach or neglect of this undertaking may render me/us liable to prosecution under the Official Secrets Act or civil proceedings.

Signature	Full name in BLOCKS
Designation	Company
Date	



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**SCHEDULE 1**

**PRICE FORMAT**

**A) Common Area General works**

NO.	DESCRIPTION	Phase	TOTAL PRICE
1)	Provide Public liability insurance (1 million), risk management plan and worker name list	Pre	
2)	Provide Hoarding plan with QP endorsement (by architectural consultant)	Pre	
3)	Protection and erect metal hoarding at work area	1	
4)	Boundary Wall (internal and external) – touch up paint where necessary	1	
5)	Building External wall – touch up paint where necessary	1	
6)	Building Internal wall and ceiling – touch up paint where necessary	2	
7)	Painting metal support (peeling paint) <ul style="list-style-type: none"> <li>Support at all glass shelters</li> </ul>	1	
8)	Rectify 2 drains beside Muslim Delight	1	
9)	Remove 2 nos. small roof above window (rain shelter) behind MPH.	1	
10)	Painting of roof truss above escalator, include removal of wild plants	2	
11)	All common and spa toilets - Seal with trash bags, wrap and tape <ul style="list-style-type: none"> <li>Seating toilet bowl</li> <li>Urinal</li> <li>Floor traps/waste traps</li> <li>Any cover/points that hold water</li> </ul>	2	





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12)	Replace faulty floor traps (PVC)	2	
13)	Repair of any faulty boundary wall lights	1	
14)	Removal of lighted signage next to main entrance vehicle entry point, include terminate electricity to DB.	2	
15)	Removal of TGC signage (2 at low level, 1 at front high level) and touch up paint	2	
16)	Removal of all Notice boards and wooden information board	2	
17)	Patch/replace cracked floor tiles – 1) stairs in front of Level 1 male toilet 2) designated loading area 3) side of Muslim Delight near back gate 4) ground floor carpark motorcycle parking area 5) drain behind members' counter	1	
18)	Painting of Consumer switchroom and MDF room doors	1	
19)	Remove equipment and cables pertaining to electronic locks of all doors and CCTV system	2	
20)	Removal of all faulty bollard lights around the premises	1	
	<b>Sub-total for Common Area General Works</b>		

## B) Common Rooms/Facilities

NO.	DESCRIPTION	Phase	PRICE
1.	<p>Multi Purpose Hall –</p> <ol style="list-style-type: none"> <li>1) Remove and dispose projectors</li> <li>2) Remove and dispose high level stage lights and console</li> <li>3) Patch up ceiling</li> <li>4) All ceiling lights, exit lights and e-lights to be in working condition</li> </ol> <p>Dressing Room Level 2</p> <ol style="list-style-type: none"> <li>5) Remove and dispose all loose furniture</li> <li>6) Remove carpet and clear glue stains</li> </ol>	1	
2.	<p>MPH Food Prep area (back) –</p> <ol style="list-style-type: none"> <li>1) Remove motorise awning and motor</li> <li>2) Clean and touch up grey wall</li> <li>3) Wash and touch up 2<sup>nd</sup> level external wall (back only)</li> </ol>	1	
3.	<p>Atrium -</p> <ol style="list-style-type: none"> <li>1) Remove and dispose speakers</li> <li>2) Remove and dispose LED wall</li> <li>3) Remove and dispose metal frame</li> <li>4) Remove green carpet beside escalator and clean glue stain</li> </ol>	2	
4.	<p>Members Room and Member counter –</p> <ol style="list-style-type: none"> <li>1) Dispose all loose items and furniture</li> <li>2) Remove and dispose all curtains</li> <li>3) Remove and dispose basin and cabinet</li> <li>4) Terminate water point</li> </ol>	1	
5.	<p>Health Centre (Male and Female) –</p> <ol style="list-style-type: none"> <li>1) Drain off water in hot and cold pools</li> <li>2) Remove and dispose all movable items ie. bench in locker room, mirrors, bins</li> <li>3) Remove and dispose plants</li> <li>4) Remove and dispose water cooler and terminate water point</li> <li>5) Wrap toilet bowls, urinal and floor traps</li> <li>6) Remove turnstile, metal gate, metal fences and access system to YCK swimming pool</li> <li>7) Erection of wall to seal up gap left by metal gate</li> </ol>	1	



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	8) Touch up paint, where necessary		
6.	Club office and Meeting rooms – 1) Remove and dispose loose furniture 2) Remove carpet tile and clean glue stains 3) Touch up paint, where necessary	1	
7.	Auditorium – 1) Remove carpet and clean glue stains 2) Remove and dispose all seats 3) Remove and dispose stage curtains 4) Clear projector room and touch up paint where necessary	1	
8.	Dance Studio – 1) Remove and dispose loose furniture 2) Remove and dispose curtains 3) Remove and dispose speakers 4) Replace faulty window locks	1	
9.	Activities Room – 1) Remove and dispose loose furniture 2) Remove carpet and clean glue stains 3) Remove and dispose curtains 4) Touch up paint	1	
10.	Banquet Hall – 1) Remove and dispose loose furniture 2) Remove carpet and clean glue stains 3) Remove and dispose all curtains (include high level) 4) Remove and dispose 2 double leaf door (storage) and reinstate the wall.	1	
11.	Basement (Former Water Feature Room) – 1) Remove and dispose all items	1	
12.	Basement (Former Lift Motor Room) – 1) Remove and dispose all items	2	
	<b>Sub-total for Common Rooms/Facilities</b>		

<b>Total Cost</b>	<b>S\$</b>
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- The prices quoted above shall be all-inclusive and include cost of all deliverables and all cost in connection with the delivery and completion of the services/goods, as well as taking into consideration of the specifications and requirements specified herein. No exclusions of any cost shall be permitted in the pricing.
- Contractors are required to quote for all the items stated in this price format, unless otherwise stated. TGC shall not shortlist Contractors for further evaluation in the event of any missing quote from this price format.
- All quoted prices shall be in Singapore Dollars, excluding GST.