



Our Ref: TGC-MD-04-16

Date: 21 May 2025

## **INVITATION TO TENDER**

To: All Tenderers

Dear Sir/Mdm,

### **Reinstatement Work at The Grassroots' Club**

1. Tenderers are invited to participate in the tender mentioned above in accordance with the instructions and conditions as set out in the documents attached. Open tendering procedures are adopted for this procurement.
2. The scope of work and nature of this procurement are as specified in the document.
3. Vendors registered with the Building and Construction Authority financial category L2 and above are invited to quote for the above-mentioned project.
4. The Invitation to Tender includes the following documents:
  - a) This Covering Letter
  - b) Conditions of Tender
  - c) Conditions of Contract
    - i. Form A - Form of Tender
    - ii. Form B - Particulars of Tenderer
    - iii. Form C - Tenderer's Experience
    - iv. Form D – Undertaking to Safeguard Official Information
    - v. Schedule 1 – Price Format
  - d) Tender Specifications
  - e) Evaluation Criteria
  - f) BCA SOR rates (Feb 2025 edition)
5. You shall submit your bid in accordance with the following mode(s) of submission

S/N	Information or documents to be included in tender proposal	Mode of Submission	Closing Date (Singapore time)
1.	<ol style="list-style-type: none"><li>a) Form A - Form of Tender</li><li>b) Form B - Particulars of Tenderer</li><li>c) Form C - Tenderer's Experience</li></ol>	Submit to TGC by hand, in one sealed envelope	12 June 2025



	d) Form D – Undertaking to Safeguard Official Information e) Schedule 1 – Price Format f) Tenderer's last 3 years' audited accounts g) Any other documents related to tenderer's proposal	marked "Original" to Tender Box 2 placed at:  The Grassroots' Club 190 Ang Mo Kio Ave 8 Singapore 568046 @Level 2 Admin Office	5pm
--	--	---	-----

6. Tenders shall remain valid for 6 months from the final date for submission of tenders stipulated in the tender notice and no tenderer may withdraw his tender within that period. The period of 6 months may be extended by mutual agreement.

7. Briefing

- a) A briefing will be conducted at the date, time and venue specified below

Date :	28 May 2025
Time :	2pm
Venue :	The Grassroots' Club 190 Ang Mo Kio Ave 8 Singapore 568046

- b) Tenderers are required to attend the briefing without fail. Tenders submitted by tenderers who have not attended the briefing session will be disqualified.

8. Tenderer's Clarification

- a) If the tenderer is in doubt as to the true meaning and intent of any part of the tender documents, he shall request for clarification in writing no later than seven (7) days before the closing date for submission of tenders, failing which TGC shall have the discretion to disregard all such requests. The request for clarification shall be addressed to:

Mr Ethan Seet  
Email : ethan\_seet@tgc.org.sg

- b) All clarifications will be answered by addenda addressed to all tenderers who have attended the tender briefing. All addenda issued during tender period will be incorporated into the contract.



- c) The tenderer is required to notify TGC of all discrepancies contained in the tender documents.
9. Tenderers can make additional visits to the site during the tendering period by appointment with Mr Ethan Seet at DID 6550 2119 or email [ethan\\_seet@tgc.org.sg](mailto:ethan_seet@tgc.org.sg)

Yours faithfully,

Joel Ng  
General Manager  
The Grassroots' Club