

ANNEX I

SCHEDULE OF ENVIRONMENTAL BEST PRACTICES & PROCESSES

NAME: _____

ADDRESS: _____

Category	Item	Remarks (e.g. potential benefits, environmental impact, etc)
Adoption of Environmentally Friendly Practices & Processes (e.g. use of clean technology, anti-pollution measures, etc.)		
Utilization of Environmentally Friendly Products & Services (e.g. Singapore Green Labelling Scheme products, Energy Label products, products made fully or partially from recycled materials, etc.)		
Environmental Accreditations (e.g. ISO14000, etc.)		
Others		

Tenderer

Date: _____

ANNEX II

UNDERTAKING TO SAFEGUARD OFFICIAL INFORMATION

To: The National Environment Agency

Re: Tender for the Supply, Delivery and Commissioning of Chemical Analytical Equipment at Environmental Health Institute

1. My attention has been drawn to the Official Secrets Act (Chapter 213, Revised Edition 2012) and in particular to Section 5 thereof which relates to the safeguarding of official information.
2. I understand and agree that all official information acquired by me in the course of my work and consultancy with the National Environment Agency is strictly confidential in nature, and is not to be published or communicated by me to any unauthorised person in any form at any time, without the official sanction of the Chief Executive Officer of the National Environment Agency.
3. I shall ensure that all necessary steps are taken to ensure that employees of the tenderer shall not disclose any official information obtained in the course of this tender.
4. I undertake to return any documents received from the National Environment Agency, any other copies made or reproduced from such documents or part thereof whenever required by the National Environment Agency.
5. I further understand and agree that any breach or neglect of this undertaking may render me liable to prosecution under the Official Secrets Act.

(Signature of Officer)

(Full name in BLOCKS and NRIC)

(Designation)

(Name of Company)

(Date)