

**INVITATION TO TENDER
FOR SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF THIRTEEN
(13) LABORATORY ANALYTICAL INSTRUMENTS FOR PUB WATER QUALITY
DEPARTMENT**

To all tenderers,

- 1 The Public Utilities Board hereby invites tenderers to participate in the abovementioned tender. This is a WTO-GPA/FTA covered tender.
- 2 The list of tender documents is enclosed and the Tenderer shall conform to the requirements given in the tender documents.
- 3 This is an open and is one-off non-recurring contract for supply of Goods & Services. The estimated commencement date for this contract is October 2020 or such other date as the Board may decide and the supply of Goods & Services is to be completed within four (4) months.
- 4 Tenderers registered with Ministry of Finance (MOF) in the **EPU/LAB/30 (Laboratory Equipment and Accessories)** registration head of financial grade **S6** and above are invited to tender for this project.
- 5 Tenderers who are not registered with MOF in the registration head and financial grade specified in paragraph 4 may still download the Invitation to Tender. However, they are advised to apply for registration with the relevant Government Registration Authority (GRA) at the earliest possible opportunity and enclose with their tenders a copy of the receipt for registration fee paid if their registration with the relevant GRA is still pending.
- 6 Tenderers are advised to adopt National Wages Council's (NWC) recommendations on wage increment for their workers and to factor such wage increases into their bid price.
- 7 Tender proposals shall be submitted in accordance with the following mode(s) of submission not later than 1600 hours Singapore time on Thursday, **23 July 2020**. Any tender delivered after the stipulated time from whatever cause arising, will not be considered.

Information or Document(s) in Tender	Mode of Submission
1. Total Tender Sum as priced by the Tenderer in the Form of Tender.	Item 1 shall be submitted to the Board using GeBIZ.
2. Form of Tender duly completed by the Tenderer.	
3. Schedule of Prices duly priced by the Tenderer.	All other items shall be submitted using GeBIZ in the form of attachment files.
4. Annex A - Declaration of Goods and Services Tax (GST) Status	
5. Annex B - Schedule of Past and Current Contracts Executed by Tenderer	<i>(Tender may be rejected if the above are not submitted through GeBIZ)</i>
6. Annex C - Form for Authorised Personnel and Declaration of Related Companies. A full copy of bizFILE from ACRA or equivalent (for companies not registered with ACRA), dated not more than 3 months from tender closing date.	
7. Annex D - Form for Offence under Corruption Act	
8. Annex E - Undertaking to Safeguard Official Information	
9. Schedule of Deviations	
10. Details of Training Programme and Schedule	
11. Details of the Provision of after Sales Service	
12. Audited Accounts including Statement of Cash Flows. For companies with revenue less than S\$5million, Unaudited Accounts will be acceptable.	
13. Product Brochures (if applicable)	
14. All other submissions which form part of the Tenderer's offer (if applicable)	

- 8 Tenders shall remain valid for **one hundred and twenty (120) days** 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 120 days may be extended by mutual agreement.
- 9 Tender proposal(s) must be submitted in English.
- 10 Tenderers who wish to seek clarifications on the tender or extension of the specified period of tender shall submit their request to Director, Water Quality at the address as stated in clause 22.5 of the Instructions to Tenderers **at least seven (7) working days** before the closing date for submission of tender proposals.


 SARAH TENG
 DIRECTOR, WATER QUALITY
 PUBLIC UTILITIES BOARD