



Date: 20 August 2024

M/s WB Pte Ltd
7 Gambas Crescent
#03-06, ARK@Gambas
Singapore 757087

BY POST
BY EMAIL: wong@wb.com.sg

Please Quote
Requisition No: **SW 1649**
In Future Correspondence

Dear Sir / Madam

**REPAIRS AND REDCORATION TO 22 BLOCKS AT ADMIRALTY DIVISION
[CONTRACT REF: RR-24-008-SB]**

We are pleased to inform you that your tender dated 13 Jun 2024 amounting to \$1,472,028 has been accepted by the Sembawang Town Council.

The contract period shall be from 4 Nov 2024 to 3 Feb 2026 (15 months)

In accordance with the Conditions of Contract, you are required to provide the following by **27 Sep 24**:

- (a) A Tender Fee of \$2,180 (inclusive of 9% GST) by cheque made payable to "Sembawang Town Council" in accordance with Clause 1(i) of the Conditions of Tendering.
- (b) The Utility Charges of \$25,179 (inclusive of 9% GST) for Electricity and Water by cheque made payable to "Sembawang Town Council" in accordance with Clause 12 of the Supplementary Specifications.
- #(c) A Security Deposit of \$147,202.80 payable to "Sembawang Town Council" in the form of Performance Bond in accordance with the *Appendix III – COC, together with the original receipt for the premium paid.
- #(d) Two Insurance Policies, namely:
 - (i) Company-based "Work Injury Compensation" policy in compliance with the Work Injury Compensation Act 2019; and
 - (ii) "Contractor's All Risks" policy covering "Public Risks" (maximum S\$2,000,000 per claim) and the "Works" (Original Contract Sum) in the joint and several names of the "Sembawang Town Council" and your company as the insured together with the receipts for the premium paid. The *Appendix V - COC is to be included in the respective Insurance Policy.
- #(e) A Financial Bond for the sum of \$121,720 being security for the 6-year joint warranty against defective paintwork in accordance with *Appendix III – TS for Redecoration Works.

- #(f) A Deed of 6-year Joint Warranty against defective paintwork in accordance with *Appendix II – TS for Redecoration Works.
- #(g) A Risk Management Implementation Plan with contents organised according to the Table of Contents (Appendix I).
- #(h) An Undertaking to Safeguard Information in accordance with the attached format (Appendix II).
- #(i) An Environmental Aspects & Impacts Assessment Register in accordance with *Appendix VI to Supplementary Specifications.
- #(j) A set of “Before” photos to capture the existing site condition corresponding to the Works, prior to the commencement of Contract.

* *Appendices mentioned can be found in the Tender Document issued to you.*

Items (c) to (j) shall be submitted to Ms Wong Mee Yong (Admin Officer) of EM Services Pte Ltd, our Managing Agent, at Block 201 Kim Tian Road #03-400, Singapore 160201. You may contact Ms Wong at email: mywong@emservices.com.sg for any clarifications.

We are in the process of preparing the contract documents and shall execute a formal Agreement in the appropriate form incorporating the terms and conditions as agreed upon between you and us. Until the said formal Agreement is prepared and executed, this Letter of Acceptance together with the Tender shall form a valid and binding contract between your Company and the Town Council

Thank you.

Yours faithfully


Tan Tian Chun
General Manager

Copy to : (i) GM (Procurement) / AE Irene - Please prepare Contract documents for execution
(ii) GM (CPM)