



Date : 20 November 2023

M/s App Content & Concepts Pte Ltd
3015A Ubi Road 1,
#05-02
Singapore 408705

Please Quote

BY POST
BY FAX (6741 4352) SW 1516
In Future Correspondence

Dear Sirs

**TERM CONTRACT FOR THE DESIGN, PRINTING AND DELIVERY OF NEWSLETTERS FOR THE PERIOD
1 JANUARY 2024 TO 31 DECEMBER 2024 (WITH OPTION TO EXTEND FOR ANOTHER YEAR)**

We are pleased to inform you that your tender dated 6 Oct 2023 amounting to \$115,500.00 has been accepted by the Sembawang Town Council.

The contract period shall be from **1 JANUARY 2024** to **31 DECEMBER 2024** (12 months).

In accordance with the Conditions of Contract, you are required to provide the following by **15 December 2023**:

- (a) Tender Fee of \$2,160.00 (inclusive of 8% GST) by cheque made payable to the Town Council in accordance with Clause 1(i) of the Conditions of Tendering.
- (b) A security deposit of \$11,550.00 payable in the form of Performance Bond in accordance with the *Appendix III – COC.

* *Appendices mentioned can be found in the Tender Document purchased by tenderers.*

We are in the process of preparing the contract documents. We will inform you once they are ready for execution.

Thank you.

Yours faithfully


Tan Tian Chun
General Manager
Sembawang Town Council