



Our Ref: RR-23-027-SB  
Date : 30 November 2023

M/s MCE Contract Services Pte Ltd  
6 Yishun Industrial Street 1  
#04-03 Northview Bizhub  
Singapore 768090

*Please Quote*

Requisition No: **SW 1523**  
In Future Correspondence

**BY POST**  
**BY FAX (6252 8922)**

Dear Sirs

**REPAIRS & REDECORATION TO 27 BLOCKS IN CANBERRA AND SEMBAWANG WEST DIVISIONS**

We refer to your tender submission dated 21 September 2023 and confirmation letter dated 5 October 2023. We are pleased to inform you that Sembawang Town Council had decided to award the contract to you at the revised tender sum of \$3,482,200.00 after the pre-contract omission.

**Pre-Contract Omission**

Tender Sum	Omission FOT (Block Works – items B1 & B7)	Effective Tender Sum
\$3,596,000.00	(\$113,800.00)	\$3,482,200.00

The contract period shall be from 15 Jan 2024 to 14 May 2025 (16 months).

In accordance with the Conditions of Contract, you are required to provide the following by 29 Dec 2023:

- (a) Tender Fee of \$5,400.00 (inclusive of 8% GST) by cheque made payable to the Town Council in accordance with Clause 1(i) of the Conditions of Tendering.
- (b) The utility charges for electricity and water at \$30,618.00 (inclusive of 8% GST) by cheque made payable to the Town Council in accordance with Clause 12 of the Supplementary Specifications.
- #(c) A security deposit of \$200,000.00 payable in the form of Performance Bond in accordance with the \*Appendix III – COC.
- #(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\$2,000,000.00 per claim) and the "Works" (Original Contract Sum)in the joint and several names of the Town Council and/or yourselves as the insured together with the premium receipts. The \*Appendix V-COC is to be included in the respective Insurance Policy.
- #(e) A financial bond for the sum of \$185,637.00 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 Risks Management Implementation Plan. Table of Contents shall be in accordance with attached format.
- #(h) A set of "Before" photos to capture the existing site condition corresponding to the new/upgrading works, prior to commencement of Contract.
- #(i) An undertaking to Safeguard Information in accordance to the attached format.

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

# *Items (c) to (i) shall be submitted to Ms Irene Yap (Assistant Admin Manager) of E M Services Pte Ltd, our Managing Agent, at Block 201 Kim Tian Road #03-400, Singapore 160201 for vetting before onwards transmission to the Town Council. You may contact Ms Irene Yap at Tel No : 6277 8022 for any clarifications.*

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

Copy to: (i) GM (Procurement) / GM (CPM) / DGM (CSC) / Irene  
(ii) SPM (NKM)