



Date: 20 August 2024

*Please Quote*

Requisition No: **SW 1651**  
In Future Correspondence

M/s Chin Siong Electrical Engineering Pte Ltd  
Block 4001 Ang Mo Kio Industrial Park 1, #01-05  
Singapore 569622

BY POST  
BY EMAIL: cselect@singnet.com.sg

Dear Sir / Madam

**ELECTRICAL REWIRING AT 16 BLOCKS IN ADMIRALTY DIVISION  
[CONTRACT REF: CYCL-24-006-SB]**

We are pleased to inform you that your tender dated 23 Apr 2024 amounting to \$1,950,000 has been accepted by the Sembawang Town Council.

The contract period shall be from 1 Nov 24 to 30 April 26 (18 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 \$18,312 (inclusive of 9% GST) for Electricity and Water by cheque made payable to "Sembawang" Town Council in accordance with Clause 21 of the Supplementary Specifications.
- #(c) A security deposit of \$195,000 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 Risk Management Implementation Plan with contents organised according to the Table of Contents (Appendix I).
- #(f) An Undertaking to Safeguard Information in accordance with the attached format (Appendix II).

#(g) An Environmental Aspects & Impacts Assessment Register in accordance with  
\*Appendix VIII to Supplementary Specifications.

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

# *Items (c) to (g) shall be submitted to Ms Jovina Sum (Administrative Assistant) of E M Services Pte Ltd, our Managing Agent, at No. 18 Jalan Kilang Timor 8<sup>th</sup> Floor, Singapore 159309. You may contact Ms Jovina Sum at email: [josumws@emservices.com.sg](mailto:josumws@emservices.com.sg) for any clarification.*

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: GM (Procurement) / AE (Irene) – Please prepare Contract Documents for execution.  
GM (CPM / EMS)