

Ref : RCS-24-001-SB



10 September 2024

*Please Quote*

Requisition No: **SW 1667**  
In Future Correspondence

Singapore Paints & Contractor Pte Ltd  
10 Admiralty Street  
#06-34 North Link Building  
Singapore 757695

By Post  
By Email: [spc@singaporepaints.com](mailto:spc@singaporepaints.com)

Dear Sir / Madam

**THIRD PARTY CONTRACT FOR REPLACEMENT OF METAL SUNBREAKERS TO 73 BLOCKS IN SEMBAWANG GRC**

We are pleased to inform you that your tender dated 31 May 2024 amounting to \$4,160,140.00 has been accepted by the Sembawang Town Council.

The contract period shall be from 01 November 2024 to 31 May 2026 (19 months)

In accordance with the Conditions of Contract, you are required to provide the following by 9 October 2024:

- (a) A **Tender Fee** of \$5,450.00 (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 \$83,548.50 (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 \$208,007.00 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\$2,000,000.00 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 original receipts for the premium paid. The \*Appendix V - COC is to be included in the respective Insurance Policy.

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- #(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 VI to Supplementary Specifications.
- #(h) 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 (h) shall be submitted to Ms Wong Mee Yong (Admin Officer) of E M 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. 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) / SPM NKM