



CALL FOR PARTNERSHIP (LICENCE)

PROVISION OF VENDING MACHINES OR UN-MANNED SOLUTIONS FOR THE SALE OF GYM TOWELS AT ACTIVESTG FACILITIES

Agreement period: To commence in Q2 2024

2 years licence period with the option to extend by 1 additional year at the discretion of SportSG

BACKGROUND ON ACTIVESG



- ActiveSG is an all-inclusive national movement for sports, by Sport Singapore (SportSG).
- A lifestyle destination for Singaporeans to live better through sports, with facilities island-wide and member privileges offered to all ages and abilities (*refer to page 3 for a full list of locations*).
- Today, ActiveSG serves over 2 million users across Singapore, with a reach of various segments within the community.
- Members range from all age groups, with the majority being working adults aged twenty (20) to fifty-nine (59).



ACTIVESG LOCATIONS

Legend

✓ – Required locations for deployment

WEST

- ActiveSG Sport Village @ Jurong Town
- ✓ Bt Batok Swimming Complex
- ✓ Bt Gombak Sport Centre
- ✓ Choa Chu Kang Sport Centre
- ✓ Senja-Cashew CC
- ✓ Jurong East Sport Centre
- ✓ ActiveSG @ Jurong Lake Gardens
- ✓ Jurong West Sport Centre
- ✓ Hockey Village Gym @ Boon Lay

NORTH

- ✓ Yishun Sport Centre
- Yishun Swimming Complex
- ✓ Yio Chu Kang Sport Centre
- ✓ Woodlands Sport Centre
- ✓ Bt Canberra Sport Centre

NORTH EAST

- Ang Mo Kio Swimming Complex
- ✓ Bishan Sport Centre
- Hougang Sport Centre* **Renovation**
- ✓ Sengkang Sport Centre
- Serangoon Sport Centre
- Burghley Squash & Tennis Centre
- Silver Circle ActiveSG Gym
- ✓ ActiveSG Gym @ Ang Mo Kio CC
- ✓ ActiveSG Gym @ Fernvale Square



CENTRAL

- ✓ Delta Sport Centre
- MOE Evans
- ActiveSG Gym @ Enabling Village
- St. Wilfred Field & Tennis Centre
- ActiveSG Gym @ Toa Payoh West CC
- Toa Payoh Sport Centre** **Renovation**
- ✓ Clementi Sport Centre
- ✓ Jalan Besar Sport Centre
- ✓ Kallang Basin Swimming Complex
- Geylang East Swimming Complex

EAST

- Bedok Stadium
- ✓ Heartbeat@Bedok
- ✓ Katong Swimming Complex
- Kallang Sport Centre
- ✓ Our Tampines Hub
- ✓ Pasir Ris Sport Centre

* Hougang Sport Centre will undergo rejuvenation works from 1 Apr 2024 to Q4 2025.

** Toa Payoh Sport Centre will undergo rejuvenation works from 31 Oct 2023 - 2030.

+ SportSG reserves the right to add/ remove locations as and when required

OBJECTIVES OF PARTNERSHIP (LICENCE)

1. To enhance visitors' experience at ActiveSG Sport Centres by providing convenience and accessibility, to purchase towels that are required for entry to all ActiveSG gyms.
2. This call for partnership aims to source for vendors in the market who would be interested to work with us and contribute to the sports community, for the sale of the following, through vending and/or un-manned solutions:
 - **Item:** Gym towels (Minimally 40 x 80 cm)
 - **Locations:** Minimally at 24 gyms* (locations as marked out in page 3 with ✓)

TERMS OF PARTNERSHIP (LICENCE)

- Only cashless payment modes to be accepted.
- Price of product(s) to remain constant throughout the duration of the agreement, unless prior approval by SportSG is obtained.
- To ensure constant supply of gym towels in the vending machines at all times.
- To maintain at least 1 form of customer support channel (Hotline/WhatsApp) made available to customers for feedbacks.
- To ensure that machines are always operating at optimum professional standards, with all necessary authorities' approval standards, and to undertake the purchase of insurance required to operate the intended business at SportSG facilities – in case of claims arising from use of products etc.
- To provide monthly sales report and annual audited report* that has been cross-checked with settlement reports, to ensure accuracy of billing.
- To undertake all costs of installation and operations, of which includes (but not limited to) deployment on the ground, timely maintenance, servicing, relocation (if required) and any other miscellaneous costs.
- Vendor shall also bear the cost and/or responsibility resulting from unforeseen circumstances, such as system error causing incorrect pricing charges, service recovery, or any unforeseen accidents.
- Awarded partner(s)+ will be required to pay a Security Deposit (3 months' worth of maximum projected revenue), to be held by SportSG, regardless the type of revenue model.
- At least 3 months' notice in writing for any termination of agreement.

* For variable and hybrid revenue model only.

+ SportSG reserves the right and discretion to award the partnership in whole or in part to one or more partners, or to no partner at all.

TO INCLUDE IN PROPOSAL

Vendors shall include the following in the proposal/submission:

1. About your company

- No. of years in vending industry
- No. of machines currently deployed across Singapore

2. Proposed business model

- Pricing of towels
- Number of machines beyond the 24 requested locations (*if any*)

3. Proposed revenue model

- Fixed Model – Monthly fixed licence fee paid to SportSG; or
- Variable Model – Monthly commission sharing of total gross sale; or
- Hybrid Model – Combination of both fixed and variable approaches

4. Service standards

- Lead time required to deploy & operationalize machines at all locations upon notification of award
- Type of customer support channels & expected turnaround response time
- Expected frequency of stock replenishment
- Repair turnaround time

5. Sample of sales report (Monthly sales report are required to be furnished to SportSG subsequently)

6. Past 3 years of audited financial statements

EVALUATION CRITERIA

EVALUATION CRITERIA	
QUALITY OF CONCEPT	Proposed Product Pricing
COMPANY PROFILE	Financial Records – Past 3 years of audited financial statements
	Experience in vending industry
	Reach in market – No. of machines deployed across Singapore
REVENUE MODEL	Type of Revenue Model (Fixed/ Variable / Hybrid)

For further enquiries, please contact:
Ms. Poon Ying Ying at POON_Ying_Ying@sport.gov.sg ; and
Ms. Doris Toh at Doris_TOH@sport.gov.sg

For submissions of proposal, please drop it off by hand at **SportSG HQ Tender Box D**

in a sealed envelope and prominently marked as: -

***CALL FOR PARTNERSHIP (LICENCE) FOR THE PROVISION OF VENDING MACHINES
FOR THE SALE OF GYM TOWELS AT ACTIVESG FACILITIES***

Address to:

SPORT SINGAPORE

3 STADIUM DRIVE

SINGAPORE 397630

(Attn: ActiveSG Partnership & Management)

From:

“Tenderer’s Company Name”

“Tenderer’s Company Mailing Address”

Closing date for submission of proposal:

Wednesday, 6 March 2024, 12pm