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- (B) BY AGREEING TO RECEIVE THESE DOCUMENTS, YOU HEREBY AGREE TO COMPLY WITH THE NON-DISCLOSURE OBLIGATIONS REGARDING THESE DOCUMENTS.

INVITATION TO QUOTE FOR THE SALE OF USED VENDING MACHINES AT SPORT SINGAPORE'S SPORT FACILITIES

1. The Singapore Sports Council (rebranded as "Sport Singapore" or "SportSG" with effect from 1 April 2014) invites you to submit a quotation in respect of the specifications which are listed in Section 1 (Requirement Specifications) in this Invitation to Quote (ITQ).
2. The documents enclosed in this Invitation include:-
 - (a) This ITQ Document
3. The Offerers are to submit their proposals by hand at SportSG office Tender Box D, by no later than **9 November 2023, 12pm**.
4. Submission of proposals to be in a sealed envelope and prominently marked as: -

INVITATION TO QUOTE FOR THE SALE OF USED VENDING MACHINES AT SPORT SINGAPORE'S SPORT FACILITIES

Address to:	From:
SPORT SINGAPORE	"Offerer's Company Name"
3 STADIUM DRIVE	"Offerer's Company Mailing Address"
SINGAPORE 397630	
(Attn: ActiveSG Partnership & Management)	

5. Submission will **not** be accepted after the Closing Date and Time.
6. Please contact Ms. Poon Ying Ying at POON_Ying_Ying@sport.gov.sg and Ms. Doris Toh at Doris_TOH@sport.gov.sg for any clarifications.
7. The deadline for clarification is **6 November 2023 at 0900hrs**. Clarification via telephone or fax will **not** be entertained.

SECTION 1: REQUIREMENT SPECIFICATIONS

1 INTRODUCTION

- 1.1 ActiveSG is an all-inclusive national movement for sport, aimed to be a lifestyle destination for Singaporeans through innovative and experiential offerings at a network of sporting spaces.
- 1.2 Aligned with the above objectives, ActiveSG has vending machines placed at each of our facility for the sale of various products (i.e. food, beverage, merchandise, etc.). Of which, there are 44 machines with an average used term of about 1 to 1.5 years, for the storage and sale of merchandise items like goggles, towels and toiletries.
- 1.3 Vending Machine Specifications
- (a) Dimensions (mm): 1262 (W) x 1940 (H) x 790 (D)
 - (b) Weight (kg): 300
 - (c) Capacity: 6 rows x 10 lanes (300-450 SKU depending on product size)
 - (d) Comes with a 22" multimedia touchscreen
 - (e) No card reader, and no notes and coins acceptor
 - (f) No key to access products within the vending machines
 - (g) Run on 13A Power Point

2 SCOPE OF WORK

- 2.1 SportSG would like to sell the 44 used vending machines. The machines shall be sold in their current ("as is where is") condition at the discretion of SportSG and all costs borne fully by the Offerer. No maintenance, refurbishment or rectification works will be carried out by SportSG.
- 2.2 Conditions of the machines might defer depending on the locations (i.e. some machines might have been exposed to direct sunlight). The Offerer shall be deemed to have conducted due diligence upon submission of Offer (i.e. viewing and valuation). Please refer to the Price Schedule (Appendix A to Section 3 of the ITT document) for the list of machines at each location.
- 2.3 The Offerer shall collect the machines from all locations as set out in the Price Schedule (Appendix A to Section 3 of the ITT document), within 14 working days upon payment received by SportSG, with all costs incurred in the process borne fully by the Offerer.
- 2.4 The Offerer shall exercise extreme caution in the removal of machines and ensure that venues are not damaged in any way. Any damage caused to the venue shall be made good to original form or equivalent at no additional cost to SportSG.
- 2.5 The Offerer shall take all necessary precautions to ensure that the works do not compromise the safety of the public using the adjacent areas which shall be kept accessible to the public at all times.

3 DELIVERABLES AND TIMELINE

The Offerer shall adhere closely to the following timeline, else SportSG reserves the right to exclude the submission from further assessment/evaluation.

S/N	Description	Lead Time
1	Payment	Immediate upon invoicing
2	Removal of machines	Within 14 working days upon SportSG's receipt of payment
3	Response to queries and clarifications from SportSG	Within 3 working days upon receipt of SportSG's queries

4 PHOTO REFERENCE



SECTION 2: EVALUATION CRITERIA

The Offer shall be evaluated based on the following criteria:

- 1 The most competitive and acceptable offer.

NOTE:

SPORTSG RESERVES THE RIGHT AND DISCRETION TO AWARD THE SALE IN WHOLE OR IN PART TO ONE OR MORE OFFERERS, OR TO NO OFFERER AT ALL.

SECTION 3: SUBMISSION OF INFORMATION, DOCUMENTS AND/OR SAMPLES

1. The list of information/documents to be submitted by hand at SportSG office Tender Box D as part of the proposal:
 - 1.1. Price Schedule shall be duly completed in accordance to the prescribed format as set out in Appendix A to Section 3 of the ITT document. There shall be no alteration to the text/format contained within the Price Schedule.
2. SportSG reserves the right to reject or accept the Offeror's Offer if the Offeror did not submit the documents as mentioned in Clause 1 above, or if the Offeror submitted an incomplete document.
3. SportSG reserves the right and discretion to award the sale in whole or in part to one or more Offerers, or to no Offerer at all.

APPENDIX A TO SECTION 3

PRICE SCHEDULE

S/N	Sport Centre	Location	Number of machines	Total Offered Price (S\$) Exclude GST	Proposed Removal Date
1	ActiveSG @ Jurong Lake Gardens	Outside Swimming Complex	1		
		Inside Gym	2		
2	ActiveSG Gym @ Ang Mo Kio Community Centre	Inside Gym	1		
3	ActiveSG Gym @ Fernvale Square	Inside Gym	1		
4	Bishan Sport Centre	Outside Swimming Complex	1		
		Outside Gym	1		
5	Bukit Batok Swimming Complex	Inside Swimming Complex	1		
6	Bukit Gombak Sport Centre	Outside Gym	1		
7	Choa Chu Kang Sport Centre	Outside Swimming Complex	1		
8	Clementi Sport Centre	Outside Sports Hall	1		
9	Heartbeat@Bedok	Outside Swimming Complex	2		
		Inside Gym	1		
10	Hockey Village @ Boon Lay	Inside Gym	2		
11	Hougang Sport Centre	Outside Swimming Complex	1		
		Outside Sports Hall	1		
12	Jalan Besar Sport Centre	Outside Swimming Complex	1		
13	Jurong East Sport Centre	Outside Swimming Complex	1		
		Outside Gym	2		
14	Jurong West Sport Centre	Level 4 Lift Lobby	2		
		Outside Gym	1		
15	Kallang Basin Swimming Complex	Inside Swimming Complex	1		

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S/N	Sport Centre	Location	Number of machines	Total Offered Price (S\$) Exclude GST	Proposed Removal Date
16	Katong Swimming Complex	Inside Swimming Complex	1		
17	Our Tampines Hub	Inside Swimming Complex	1		
		Inside Gym	1		
18	Pasir Ris Sport Centre	Level 1 outside Table Tennis Room	1		
		Outside Gym	1		
19	Sengkang Sport Centre	Inside Swimming Complex	1		
		Beside Office near main Entrance	1		
		Outside Gym	1		
20	Senja-Cashew Community Club	Inside Swimming Complex	1		
		Outside Gym	1		
21	Toa Payoh / Delta Sport Centre <i>*location to be confirmed</i>	Outside Swimming Complex	1		
		Below Gym	1		
22	Woodlands Sport Centre	Inside Swimming Complex	1		
		Outside Stadium	1		
23	Yio Chu Kang Sport Centre	Outside Gym	1		
24	Yishun Sports Hall	Inside Sports Hall	1		
		Outside Sports Hall	1		
25	Yishun Swimming Complex	Outside Swimming Complex	1		
Total			44		

Notes:

1. With reference to the Section 1 (Requirement Specifications), the Offerer shall provide the price based on the template.
2. All prices are to be offered in Singapore dollars (excluding GST) and submitted in a sealed envelope by hand at SportSG office Tender Box D .
3. All prices are deemed inclusive of all applicable taxes, fees and duties.
4. Prices offered shall be inclusive of handling, packaging, transportation, manpower charges and all other related costs; SportSG shall not be charged separately for any additional fees.
5. SportSG reserves the right and discretion to award the sale in whole or in part to one or more Offerers, or to no Offerer at all.