${date\_of\_quotation}

Attention to:

${attention\_name}

${attention\_title}

${company\_name}

${company\_address}

Dear ${attention\_name},

**QUOTATION for Overseas Marketing Presence Grant Application**

I refer to our discussion on the application for the Overseas Marketing Presence (OMP) grant. We have assessed the feasibility of your project and we are keen to provide our services to facilitate the application of your grant. Please see below for our quotation of the services as outlined below.

|  |  |
| --- | --- |
| **Date:** | ${grant\_date} |
| **Parties:** | ${company\_name}  (Referred to as ‘Buyer’) |
|  | ${firm\_name}  (Referred to as ‘Service Provider’) |
| **Quotation Reference:** | ${quotation\_ref} |

|  |  |
| --- | --- |
| **Scope of Services:** | The scope of services for the OMP grant assistance is as follows:   1. Advisory services on grants from Singapore Government 2. Assistance to prepare the necessary application paperwork 3. Submit necessary information and application to agency |
| **Payment:** | The Buyer is to pay the Service Provider, the following payments, (1) and (2) as laid out below, in Singapore Dollars (SGD).  **(1):** Cash Deposit upfront of **S$ ${cash\_deposit\_upfront}** upon invoicing, after signing of this quotation. This will occur before the application of the grant.  The cash deposit will be refundable if the grant application is unsuccessful, i.e. application has been rejected or declined by the grant agency.  **(2):** Success fees of  **${success\_fees} % of the approved grant quantum**, less the cash deposit of S$ ${less\_cash\_deposit} (A). |
| **Terms and Conditions:** | |
| 1. The project fee quotation is valid for a period of six (6) months from the date of quotation. 2. Payment agreement stated in this agreement has no connection to any other 3rd party documents, e.g. ESG project milestones as per the Letter of Offer. 3. After this quotation has been signed and returned to AAA, we will issue an invoice and payment is to be made within 14 calendar days. 4. After the invoice has been accepted and payment has been made, the buyer can cancel the agreement at any time by providing AAA with four (4) weeks’ notice period and paying the prorated service amount, depending on the service that has been rendered to the buyer. 5. The contract may be terminated by either party if there is an irremediable breach of contract, within fourteen (14) days of receiving notice of such breach. 6. The contract will be void and nullified in the event of rejection or non-approval by the government agency in relation to the grant applied for, with the advance payment (1) refunded to the Buyer. | |

AS WITNESS the hands of the Parties hereto or their duly authorised representatives the day and year first above written.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed and confirmed by:

${company\_name}

${attention\_name}

${attention\_title}

Date:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed and confirmed by:

${firm\_name}

GEORGE YEO

DIRECTOR

Date:

[END]