

PART 1 — INSTRUCTIONS TO SUPPLIERS FOR INVITATION TO QUOTE (“ITQ”)

1. DEFINITIONS

- 1.1 Unless the context otherwise requires, the terms referred to in these Instructions to Suppliers shall have the same meaning as that used in the Quotation Conditions of Contract set out in Part 2 of the ITQ. Additionally, the following definitions shall apply unless the context otherwise requires:
- (a) “Authority” means the Government of the Republic of Singapore c/o North Vista Primary School and includes any officer authorised by the Authority to act on its behalf.
 - (b) “Supplier” means a person or his permitted assigns submitting a bid in response to the ITQ to provide the Goods and/ or Services, and shall be deemed to include two or more persons if appropriate.
 - (c) “Proposal” means a Supplier's bid in response to the ITQ.
 - (d) “Requirement Specifications” means the Requirement Specifications set out in Part 3 of the ITQ.
- 1.2 Words importing the singular only shall also include the plural and vice versa where the context so requires.
- 1.3 The headings in these Instructions to Suppliers are for convenience of reference only and shall not be deemed to be part thereof or be taken into consideration in the interpretation or construction of these Instructions to Suppliers.

2. SUBMISSION OF PROPOSAL

- 2.1 Unless otherwise specified by the Authority, Suppliers shall submit their complete Proposal through GeBIZ, and such other documents as may be required in the Requirement Specifications as attachments in GeBIZ.
- 2.2 All Proposals shall be submitted before the closing date and time of the ITQ as stated in the ITQ Notice.
- 2.3 Validity Period: Proposals shall remain valid for acceptance for the period stated in GeBIZ upon the closing date of the ITQ and during such further period as may afterwards be agreed to separately in writing by the Supplier at the request of the Authority.

3. COMPLIANCE WITH INSTRUCTIONS

- 3.1 Only Proposals submitted in accordance with these Instructions to Suppliers shall be considered. Any Proposal which attempts to vary the ITQ, including but not limited to the Quotation Conditions of Contract and the Requirement Specifications, shall be liable to be rejected. In consideration of the Supplier agreeing to abide by these Instructions to Suppliers, the Authority shall evaluate the Supplier's Proposal fairly and in accordance with the said instructions.

4. CONTRACT PRICE

- 4.1 Unless expressly excluded by the Requirement Specifications, the rates quoted in the Price Schedule set out in Appendix A of this ITQ shall be deemed to include, but not be limited to, the Supplier's overheads (including but not limited to travelling expenses, transport expenses, employment expenses, tools, plant and cartage) and profits, the costs of complying with all relevant laws and regulatory requirements, all administrative costs, and the supply of all Goods and/ or Services and all necessary materials, spares and labour. The said rates shall remain firm for the duration of the Contract. The Supplier shall cater for all reasonable risks and expenses in his pricing.

5. GOODS AND SERVICES TAX ("GST")

- 5.1 The Supplier shall **not** include in the rates and prices proposed in his Proposal, the Singapore GST chargeable for the Goods and/ or Services required in the ITQ. All rates and prices quoted shall be exclusive of the said GST chargeable on the supply of the said Goods and/or Services.
- 5.2 If the successful Supplier is a taxable person under the Goods and Services Tax Act (Cap. 117A), the Authority will pay him, in addition to the rates and prices proposed, the GST chargeable on the supply of Goods and/or Services provided pursuant to the ITQ.
- 5.3 The Supplier shall declare his GST status in his Proposal. He shall clearly indicate whether he is, or whether he will be, a taxable person under the Goods and Services Tax Act. He shall, if applicable, furnish his GST registration number to the Authority.
- 5.4 A successful Supplier who declared himself to be a non taxable person under the Goods and Services Tax Act but who becomes a taxable person after the award of the ITQ shall forthwith inform the Authority of his change in GST status.

6. ACCEPTANCE OF PROPOSAL

- 6.1 The Authority reserves the right to accept **the whole or any part(s)** of the Proposals of **one or more** Suppliers as the Authority may decide in its absolute discretion, provided that the Authority shall not exercise this right to —
- (a) accept only certain part(s) of a Supplier's Proposal if the Proposal expressly states that it is subject to the condition that the Authority accepts the whole Proposal; and
 - (b) accept the Proposals of two or more Suppliers unless all of those Proposals do not expressly state that the Proposal is subject to the condition that the Authority shall not accept, whether in whole or in part, any other Proposal.
- 6.2 The Authority shall be under no obligation to accept the lowest or any Proposal.
- 6.3 The issue by the Authority of a Letter of Acceptance accepting the Supplier's

Proposal or part of it shall create a binding Contract on the part of the Supplier to supply to the Authority the Goods and/or Services. The Contract shall be governed by the Quotation Conditions of Contract set out in Part 2 of the ITQ.

7. NOTIFICATION

- 7.1 Notification will not necessarily be sent to unsuccessful Suppliers by the Authority.

8. CORRIGENDA

- 8.1 The Authority reserves the right to amend any terms in, or to issue supplementary terms to the ITQ at any time prior to the closing date and time of the ITQ. Such amendments and/or supplementary terms will be published as Corrigenda to the ITQ.

9. OWNERSHIP OF DOCUMENTS

- 9.1 All documents submitted by the Supplier in response to the ITQ shall become the property of the Authority. However, intellectual property in the information contained in the Proposal submitted by the Supplier shall remain vested in the Supplier. This Clause is without prejudice to any provisions to the contrary in any subsequent contract between the Supplier and the Authority.

10. ALTERATION, ERASURES OR ILLEGIBILITY

- 10.1 Except for amendments to the entries made by the Supplier himself which are initialled by the Supplier or his authorised representative, Proposals bearing any other alterations or erasures and Proposals in which prices are not legibly stated are liable to be rejected.

11. THE AUTHORITY'S CLARIFICATIONS OF THE SUPPLIER'S PROPOSAL

- 11.1 In the event that the Authority seeks clarification upon any aspect of the Supplier's Proposal, the Supplier shall provide full and comprehensive responses within 3 working days of the notification from the Authority seeking such clarification.

12. EXPENSE OF SUPPLIER

- 12.1 In no case will any expense incurred by the Supplier in the preparation of the Proposal be borne by the Authority.

13. DISCLAIMER

- 13.1 The ITQ may not contain all information which Suppliers may require. Suppliers should therefore make their own inquiries and seek such clarifications they think necessary. The Authority shall not be liable to any Supplier for any information in the ITQ which is incomplete or inaccurate. For the avoidance of doubt, the "information"

mentioned in this Clause excludes the Quotation Conditions of Contract and the Requirement Specifications.

14. APPLICABLE LAW

- 14.1 All Proposals submitted pursuant to the ITQ and the formation of any resulting contracts shall be governed by the laws of the Republic of Singapore.

PART 2 — QUOTATION CONDITIONS OF CONTRACT

Should your offer be accepted, the Terms and Conditions as set out in this Section and the terms and conditions in the GeBIZ Terms and Conditions shall govern the Contract between the Authority and your company.

1. DEFINITIONS

1.1 In this Conditions of Contract, unless the context otherwise requires:

- (a) "Contract" includes the Authority's ITQ Message, the Contractor's Quote Message or offer submitted through GeBIZ, these Conditions of Contract, the specifications and samples, Letter of Acceptance, Order Message or any Orders issued by the Authority to the Contractor for the supply of the Goods and/or performance of Services.
- (b) "Contract Price" means the price exclusive of the Singapore Goods and Services Tax payable to the Contractor for the full and proper performance by the Contractor of his part of the Contract as determined under the provisions of the Contract and in law.
- (c) "Contractor" means the successful supplier who has been awarded the Contract by the Authority.
- (d) "Goods" means all goods, including parts or units thereof, which the Contractor is required to supply under the Contract.
- (e) "Services" means the work which the Contractor is required to perform under the Contract.

2. SCOPE OF CONTRACT

2.1 The Contractor shall carry out and complete the supply of all items of Goods and perform Services in accordance with the Contract. Unless otherwise stated in the Contract, all Goods shall be new and unused.

3. DELIVERY

3.1 The Contractor shall deliver the Goods and perform the Services by the Delivery/Performance Date and in the manner specified in the Contract. The Contractor shall obtain a receipt therefore from the Authority. The issue of such receipt shall in no way relieve the Contractor from his responsibility for replacing defective or damaged Goods or for rectifying deficient Services under Clause 4 hereof.

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6. PAYMENT

- 6.1 Within thirty (30) days from the date of invoice or date of receipt of invoice of any Goods delivered and Services performed in accordance with Clause 3.1 of the Contract and upon presentation by the Contractor of his bills in accordance with such means and in such format as may be specified by the Authority and the Authority's receipt as referred to in Clause 3.1 of the Contract, the Authority will make payment to the Contractor of the full value of all Goods so delivered and Services so performed provided that no payment shall be considered as evidence of the quality of any Goods and Services to which such payments relates nor shall it relieve the Contractor from his responsibilities under Clause 4 hereof.
- 6.2 Where delivery is by consignments, payment will be made within 30 days after delivery of each consignment and the receipt of the documents referred to in Clause 3.1.

7. RIGHTS OF THIRD PARTIES

- 7.1 A person who is not a party to this Contract shall have no right under the Contracts (Rights of Third Parties) Act to enforce any of its terms.

8. SUB-CONTRACTING AND ASSIGNING

- 8.1 The Contractor shall not sub-contract or assign the Contract without the prior written consent of the Authority.

9. SUSPENSION OR TERMINATION

- 9.1 The Authority shall, after giving seven (7) days prior written notice to the Contractor, have the right to suspend or terminate the Contract if the Authority is affected by any state of war, Act of God or other circumstances seriously disrupting public safety, peace or good order of the Republic of Singapore. Neither party shall be liable to the other by reason of such suspension or termination save that the Authority shall pay the Contractor the price of the Goods delivered and accepted by the Authority as at the date of written notice of termination or suspension. The Authority shall have title to such Goods delivered and accepted. The Contractor shall refund the balance of any payments or deposits made after deducting any outstanding sums owing by the Authority to the Contractor by reason of this Clause.
- 9.2 The Authority shall, without the Authority being liable therefor in damages or compensation, have the right to terminate the Contract by written notice to the Contractor if the Contractor commits a breach of its contractual obligations under the Contract that is incapable of remedy, or where the breach is capable of remedy, the Contractor does not remedy the breach within seven (7) days of being served with a written notice from the Authority to do so. The termination shall take effect from the date of the notice of termination.

10. GIFTS, INDUCEMENTS AND REWARDS

10.1 The Authority may terminate the Contract and recover from the Contractor the amount of any loss resulting from such termination, if the Contractor shall have offered or given or agreed to give to any person any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or for having done or forborne to do any action in relation to the obtaining or execution of the Contract with the Authority or for showing or forbearing to show favour to any person in relation to any Contract with the Authority, or if the like acts shall have been done by any person employed by the Contractor or acting on his behalf (whether with or without the knowledge of the Contractor) or if in relation to any Contract with the Authority the Contractor or any person employed by him or acting on his behalf shall have committed any offence under Chapter IX of the *Penal Code* or *Prevention of Corruption Act* or shall have abetted or attempted to commit such an offence or shall have given any fee or reward the receipt of which is an offence under Chapter IX of the *Penal Code* or the *Prevention of Corruption Act*.

11. **INTENTIONALLY LEFT BLANK**

12. **INTENTIONALLY LEFT BLANK**

13. **VARIATION**

13.1 No variation whether oral or otherwise in the terms of this Contract shall apply thereto unless such variation shall have first been expressly accepted in writing by the Contractor and the authorised contract signatory of the Authority.

14. **APPLICABLE LAW**

14.1 The Contract shall be subject to, governed by and interpreted in accordance with the Laws of the Republic of Singapore for every purpose.

14.2 For the avoidance of doubt, until the Authority issues a Letter of Acceptance, an Order message, or Purchase Order, this document —

- (a) is not a contract and shall in no way be construed as creating any legally binding obligation to purchase any Goods and/ or Service from any Supplier; and
- (b) shall not be construed as providing or implying that a contract will be entered into with any Supplier.

PART 3 — REQUIREMENT SPECIFICATIONS

Please refer to the other attachments to this ITQ Notice.

Note to Suppliers: If bidding for services, Suppliers are advised to adopt National Wage Council's recommendations on wage increment for their workers and to factor in such wage increases into their bid price.

Supply & Delivery of Beverages and Snacks for Kindergarten Students in North Vista Primary School

We are pleased to invite you to submit an offer for the supply and delivery of the following item:

Section A: Contact Details	
Contact Information 1	Name: Rachael Lui Designation: Centre Head Contact No: 6235 1247 Email: Rachael_Lui@schools.gov.sg
Contact Information 2	Name: Pauline Tan Designation: Admin Executive Contact No: 6235 1247 Email: teo_pei_ling@schools.gov.sg
Section B: Requirement Specifications	
Description of purchase	Supply and delivery of beverages and snacks to MOE Kindergarten @ North Vista
Base Period	Start Date: 01 May 2022 or after the issuance of LOA whichever is later End Date: 31 December 2022
Option Period	Start Date: 01 January 2023 End Date: 31 December 2023 The option may be exercised by the Authority on an annual basis prior to the expiry of the then current Contract Period.
Scope of services	<ol style="list-style-type: none">Suppliers are to adhere to the type and quality of goods required by the Authority.Supplier must supply and deliver the beverages and snacks in quantities and according to schedule pre-determined by the Authority in Appendix A.Food items should not contain pork, beef, nuts and nut-related ingredientsSnack quantities and delivery dates may be subjected to change based on school's operational needs.

	<p>5. The quantities stipulated are preliminary estimates of the requirements for the base one (1) year and option one (1) year. The actual demand may differ from the estimated quantities provided in Appendix A and the Authority shall not be in any circumstances be held responsible for the accuracy of the figure. The suppliers shall undertake to accept any increase or decrease of quantities and charge based on the actual orders made.</p> <p>6. Suppliers are to complete & submit using the format as set out in Appendix A (Price Schedule with Description & Required Quantity of Items and delivery schedule) electronically through GeBIZ.</p> <p>7. Proposals submitted should adhere according to the estimated packaging size and volume of the products as stated in Appendix A.</p> <p>8. If the Food and Beverages items become obsolete or unavailable and the Supplier is unable to supply them, the Supplier shall notify the Authority within five (5) days of the Items' obsolescence or unavailability (along with supporting documents). The Supplier is required to propose equivalent alternatives or replacements for the Items at no increased cost to the Authority for its approval. Where there is new or improved version of any of the Items that can be supplied by the Supplier at no additional cost, the Items can be replaced by the new or improved version upon the Authority's written approval.</p> <p>9. If the weight/size of the Items in the Proposal is reduced due to changes in manufacturers' packaging, the Supplier should propose the quantum of price reduction based on the prevailing market prices or corresponding to the reductions in the weight/size, for the Authority's consideration.</p>
Packaging	<p>1. Packaging must be in good condition e.g. not torn or dented.</p>
Shelf Life	<p>1. Supplier shall ensure that all products, including food items and beverages (e.g. UHT milk), shipped to the Kindergarten shall have a remaining minimum shelf life of at least six (6) months from the date of receipt by the kindergarten (except for fruits and freshly baked buns)</p> <p>2. Freshly baked breads and buns shall have at least three (3) days to expiry from the date of receipt by the kindergarten.</p> <p>3. Fruits (i.e. bananas, watermelons and apples) must be able to be kept fresh for at least three (3) days.</p>

Defective Item	The Supplier shall replace any products supplied, which is defective or has defective product performances within five (5) days from date of delivery, at the expense (including transportation costs) of the Supplier, unless otherwise mutually agreed.
Halal Requirement	All beverages and snacks proposed by the Supplier must be certified halal or be suitable to be consumed by Muslims.
Healthier-Choice	All beverages and snacks proposed by the Supplier must bear Healthier Choice Symbol, where specified (awarded by Health Promotion Board).
Compliance with regulations	<ol style="list-style-type: none"> 1. The Supplier shall comply with all governmental regulations, including Environmental Public Health (Food Hygiene Regulations) and obtain and maintain all licenses, authorisations and permits (of a governmental nature) necessary for the performance of the Services. All related fees incurred shall be borne by the Contractor. 2. The Supplier shall keep the Authority indemnified against all penalties and liabilities of every kind for the breach of any such laws. 3. The Supplier shall notify the Authority immediately should any of the necessary licenses cease/is suspended. The Authority reserve the right to suspend the Supplier from providing Services under the contract until the necessary licenses is obtained.
Track Record & Experience	<p>Suppliers should preferably have three (3) years' experience in supplying and delivering of beverages and snacks.</p> <p>All suppliers are to provide a list of current and past organisations that they have served for similar requirement from 01 January 2019 to the closing date of this quotation using Appendix 1.</p> <p>Feedback from clients that have previously engaged the Supplier(s) will be taken for consideration during school's evaluation.</p>
Delivery Schedule	<ol style="list-style-type: none"> 1. Delivery of beverages and snacks to MK@North Vista as indicated in the delivery schedule found in Appendix A. 2. The delivery schedule proposed is tentative and may change depending on school operational needs. 3. If the stipulated delivery day for the items falls on a public holiday, the delivery will be 1 working day before each delivery day. 4. Unless otherwise stipulated or informed, delivery time shall be between 8.30am to 12.00pm or 1.30pm - 4.00pm.

Location & Venue	MOE Kindergarten @ North Vista North Vista Primary School 20 Compassvale Link, Singapore 544974		
Section C: Evaluation Criteria			
Evaluation Criteria	<u>Evaluation Criteria</u>		
	Item	Description	Weighting
	1	Price	80%
	2	Company Profile & Track Record - Experience of Company - Appendix 1 - References, letters, testimonials and feedback in the past years	20%
Section D: Instructions to Suppliers			
Closing date and time for the submission of proposals	The closing date and time are as stated at the Quotation Notice in GeBIZ.		
Validity period of proposals	The validity of a supplier’s proposal (including that supplier’s price proposal) is stated at the Quotation Notice in GeBIZ.		
Documents to be submitted	Please submit the following information and relevant supporting documents in GeBIZ for evaluation. Failure to do so may render the proposal incomplete and liable for disqualification. 1. Appendix A – Price Schedule with Product Information & Delivery Schedule 2. Appendix 1 – Company Profile & Track Record		

Submission of Price	<p><u>Bundle Basis</u></p> <ol style="list-style-type: none"> 1. Bidders must quote for all items within a bundle, exclusive of GST; and to indicate if GST is applicable. The Supplier may quote for all or some of the bundles listed. 2. The Supplier shall also provide equivalent price breakdown on per item/line basis using the Schedule attached in Appendix A (Price Schedule with Product Information). 3. All costs (including delivery) shall be included in the bidder's proposal. No hidden cost will be entertained. 4. Any offer submitted after the closing date stated will not be considered. 5. All prices offer, including base and alternative offer(s), shall be submitted electronically via GeBIZ for ITQ. To submit alternative offer(s) via GeBIZ, GTPs can click on the "Add Alternative Offer" button in GeBIZ and key in their price. The Authority reserves the right to disqualify or reject bids not submitted electronically through GeBIZ.
Payment Mode	<ol style="list-style-type: none"> 1. The Contractor is to render a bill on a monthly basis, upon completion of each month's scheduled orders. 2. All vendors must submit e-Invoices via Vendors@Gov or Nationwide E-invoicing Network. 3. The successful supplier must accept payment through Inter-Bank GIRO (IBG) and would be required to set up a vendor record online at www.vendors.gov.sg (Vendors@Gov) authorising MOE for payment to be made directly to the vendor's bank account upon receipt of Letter of Acceptance. 4. Payment for services rendered will be subject to withholding tax (if applicable) in accordance to Singapore tax law. Suppliers should declare if they are subject to withholding tax.
Enquiries	If you need further clarifications, you may contact the officer stated in Section A (Contact Details) above.
Additional Instructions	<ol style="list-style-type: none"> 1. All contracting parties shall comply with the attached Conditions of Contract for the Supply and Delivery of the Goods/Services.

	<ol style="list-style-type: none">2. The Authority reserves the right to award the ITQ as a whole or in parts to one Supplier, or in parts to two or more Suppliers. All decision for the award is final.3. The Authority will evaluate and award based on the bundles listed.4. The Authority shall be under no obligation to accept the lowest or any quotation. The Authority shall normally not enter into correspondence with any Supplier regarding the reasons for non-acceptance of a quotation.
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PRICE SCHEDULE WITH PRODUCT INFORMATION & DELIVERY SCHEDULE (BUNDLE BASIS)

Invitation to Quote: Supply and delivery of beverages and snacks to MK@North Vista

*Refer to details in Part 3 – Requirement Specifications

S/ N	Items/ Description	UOM	Est. Quantity (monthly)	Delivery schedule ¹ (Tentative)	Product Brand of Item	Base Year Unit Price (\$)	Total Price for Base Year (\$)	Option Year Unit Price (\$)	Total Price for Option Year (\$)	*Halal (Yes/ No)	*Bear Healthier choice symbol (Yes/ No)
Bundle 1 – Cereals											
1.	Cereal – corn based - Crisp, flakes made of corn - Lightly sweetened - Size: approx.275g box - E.g. Kellogg's Corn Flakes or equivalent	Box	20	<u>Frequency:</u> Once every 2 weeks, on Thursdays <u>Quantity to deliver:</u> 10 boxes each delivery		\$ _____ Per box	\$ _____ Per box	\$ _____ Per box	\$ _____ Per box		
2.	Cereal – multi-grain - Donut-shaped - Size: approx.300g box - With Healthier Choice Symbol - E.g. Nestle Multi-grain Cheerios or equivalent	Box	20	<u>Frequency:</u> Once every 2 weeks <u>Quantity to deliver:</u> 10 boxes each delivery		\$ _____ Per box	\$ _____ Per box	\$ _____ Per box	\$ _____ Per box		

S/ N	Items/ Description	UOM	Est. Quantity (monthly)	Delivery schedule ¹ (Tentative)	Product Brand of Item	Base Year Unit Price (\$)	Total Price for Base Year (\$)	Option Year Unit Price (\$)	Total Price for Option Year (\$)	*Halal (Yes/ No)	*Bear Healthier choice symbol (Yes/ No)
Bundle 1: GeBIZ Line Item 1 and 2						NA	Sum of total prices for Base year. Pls enter this figure in GeBIZ Item 1	NA	Sum of total prices for Option year. Pls enter this figure in GeBIZ Item 2	NA	NA

¹Delivery is not required during the school holidays.

S/ N	Items/ Description	UOM	Est. Quantity (monthly)	Delivery schedule (Tentative)	Product Brand of Item	Base Year Unit Price (\$)	Total Price for Base Year (\$)	Option Year Unit Price (\$)	Total Price for Option Year (\$)	*Halal (Yes/ No)	*Bear Healthier choice symbol (Yes/ No)
Bundle 2 – Breads and Buns											
3.	Whole meal butter sugar cream roll - Trans-fat free - Baked fresh in Singapore - Size: Individually packed, approx. 65g - With Healthier Choice Symbol - E.g. Sunshine Enriched Butter Sugar Wholemeal Cream Bun or equivalent	Packet	200	Frequency: Once every 2 weeks; on Tuesdays <u>Quantity to deliver:</u> 100 packets each delivery		\$ _____ Per Packet	\$ _____	\$ _____ Per Packet	\$ _____		

S/ N	Items/ Description	UOM	Est. Quantity (monthly)	Delivery schedule (Tentative)	Product Brand of Item	Base Year Unit Price (\$)	Total Price for Base Year (\$)	Option Year Unit Price (\$)	Total Price for Option Year (\$)	*Halal (Yes/ No)	*Bear Healthier choice symbol (Yes/ No)
4.	Wholemeal vanilla cream rolls - Trans-fat free - Baked fresh in Singapore - Size: Individually packed, approx. 65g - With Healthier Choice Symbol - E.g. Sunshine Enriched Vanilla Wholemeal Cream Bun or equivalent	Packet	200	<u>Frequency:</u> Once every 2 weeks; on Mondays <u>Quantity to deliver:</u> 100 packets each delivery		\$ _____ Per Packet	\$ _____	\$ _____ Per Packet	\$ _____		
Bundle 2: GeBIZ Line Item 3 and 4						NA	Sum of total prices for Base year. Pls enter this figure in GeBIZ Item 3	NA	Sum of total prices for Option year. Pls enter this figure in GeBIZ Item 4	NA	NA

S/ N	Items/ Description	UOM	Est. Quantity (monthly)	Delivery schedule (Tentative)	Product Brand of Item	Base Year Unit Price (\$)	Total Price for Base Year (\$)	Option Year Unit Price (\$)	Total Price for Option Year (\$)	*Halal (Yes/ No)	*Bear Healthier choice symbol (Yes/ No)
Bundle 3 – Other Snacks											
5.	Plain Crackers - Trans-fat free - Size: Box of approx. 32 packets individually packed (approx. 26g per packet) - E.g. Meiji Plain Crackers or equivalent	Box	14	<u>Frequency:</u> Once every 2 weeks, on Mondays <u>Quantity to deliver:</u> 7 boxes per delivery		\$ _____ Per box	\$ _____	\$ _____ Per box	\$ _____		

S/ N	Items/ Description	UOM	Est. Quantity (monthly)	Delivery schedule (Tentative)	Product Brand of Item	Base Year Unit Price (\$)	Total Price for Base Year (\$)	Option Year Unit Price (\$)	Total Price for Option Year (\$)	*Halal (Yes/ No)	*Bear Healthier choice symbol (Yes/ No)
6.	Wholemeal red bean pau (frozen) - Trans-fat free - Size: 9 in a packet; approx. 270g - With Healthier Choice Symbol - E.g. New Moon Wholemeal Red Bean Bun or equivalent	Packet	64	<u>Frequency:</u> Once every 2 weeks, on Mondays <u>Quantity to deliver:</u> 32 packets per delivery		\$ _____ Per packet	\$ _____	\$ _____ Per packet	\$ _____		
7.	Chicken pau (frozen) - Size: 6 in a packet; approx 360g - E.g. KG Chicken Pau or equivalent	Packet	70	<u>Frequency:</u> Once every 2 weeks, on Thursdays <u>Quantity to deliver:</u> 35 packets per delivery		\$ _____ Per packet	\$ _____	\$ _____ Per packet	\$ _____		

S/ N	Items/ Description	UOM	Est. Quantity (monthly)	Delivery schedule (Tentative)	Product Brand of Item	Base Year Unit Price (\$)	Total Price for Base Year (\$)	Option Year Unit Price (\$)	Total Price for Option Year (\$)	*Halal (Yes/ No)	*Bear Healthier choice symbol (Yes/ No)
8.	Wholemeal pumpkin mini mantou (frozen) - Trans-fat free - Size: 12 in a packet, approx. 180g - With Healthier Choice Symbol - E.g. New Moon Wholemeal Pumpkin Mini Mantou or equivalent	Packet	66	<u>Frequency:</u> Once every 2 weeks, on Mondays <u>Quantity to deliver:</u> 32 packets per delivery		\$ _____ Per packet	\$ _____ Per packet	\$ _____ Per packet	\$ _____ Per packet		
Bundle 3: GeBIZ Line Item 5 to 8						NA	Sum of total prices for Base year. Enter this figure in GeBIZ Item 5	NA	Sum of total prices for Option year. Enter this figure in GeBIZ Item 6	NA	NA

S/ N	Items/ Description	UOM	Est. Quantity (monthly)	Delivery schedule (Tentative)	Product Brand of Item	Base Year Unit Price (\$)	Total Price for Base Year (\$)	Option Year Unit Price (\$)	Total Price for Option Year (\$)	*Halal (Yes/ No)	*Bear Healthier choice symbol (Yes/ No)
Bundle 4 – Beverages											
9.	UHT chocolate flavoured milk - Ready-to-drink tetra pack - Size: 125ml x approx. 40 per carton - Lower in sugar - With Healthier Choice Symbol - E.g. Dutch Lady Chocolate UHT Milk, Milo Chocolate Malt UHT Packet Drink or equivalent	Carton (40 packets per carton)	20	Frequency: Once every 2 weeks, on Mondays <u>Quantity to deliver:</u> 10 cartons per delivery		\$ _____ Per Carton	\$ _____	\$ _____ Per Carton	\$ _____		

10	UHT plain milk - Ready-to-drink tetra pack - Size: 200ml x approx. 24 per carton - Higher in calcium, lower in saturated fat - With Healthier Choice Symbol - E.g. Marigold Low Fat UHT Milk or equivalent	Carton (24 packets per carton)	40	<u>Frequency:</u> Weekly basis, either Mondays or Thursdays <u>Quantity to deliver:</u> 20 cartons per delivery		\$ _____ Per Carton	\$ _____	\$ _____ Per Carton	\$ _____		
Bundle 4: GeBIZ Line Item 9 and 10						NA	Sum of total prices for Base year. Enter this figure in GeBIZ Item 7	NA	Sum of total prices for Option year. Enter this figure in GeBIZ Item 8	NA	NA

S/ N	Items/ Description	UOM	Est. Quantity (monthly)	Delivery schedule (Tentative)	Product Brand of Item	Base Year Unit Price (\$)	Total Price for Base Year (\$)	Option Year Unit Price (\$)	Total Price for Option Year (\$)	*Halal (Yes/ No)	*Bear Healthier choice symbol (Yes/ No)
Bundle 5 - Fruits											
11.	Watermelon (red and seedless) - Red and seedless - Size: Big; approx. 3-4 kg	Each	8	<u>Frequency:</u> Once every 2 weeks on Tuesdays <u>Quantity to deliver:</u> 4 big-sized whole watermelon s per delivery		\$ _____ Per fruit	\$ _____	\$ _____ Per fruit	\$ _____	NA	NA
12.	Apples - Red - Size: Medium- sized (approx 20cm circumferen ce)	Each	100	<u>Frequency:</u> Once every 2 weeks, on Tuesdays <u>Quantity to deliver:</u> 50 medium- sized whole apples per delivery		\$ _____ Per fruit	\$ _____	\$ _____ Per fruit	\$ _____	NA	NA

S/ N	Items/ Description	UOM	Est. Quantity (monthly)	Delivery schedule (Tentative)	Product Brand of Item	Base Year Unit Price (\$)	Total Price for Base Year (\$)	Option Year Unit Price (\$)	Total Price for Option Year (\$)	*Halal (Yes/ No)	*Bear Healthier choice symbol (Yes/ No)
13.	Bananas - Yellow - Size: Medium- sized (approx. 16cm in length)	Each	800	<u>Frequency:</u> Weekly basis, either on Mondays or Thursdays <u>Quantity to deliver:</u> 200 medium- sized whole bananas per delivery		\$ _____ Per fruit	\$ _____	\$ _____ Per fruit	\$ _____	NA	NA
Bundle 5: GeBIZ Line Item 11 to 13						NA	Sum of total prices for Base year. Enter this figure in GeBIZ Item 9	NA	Sum of total prices for Option year. Enter this figure in GeBIZ Item 10	NA	NA

COMPANY PROFILE & TRACK RECORD

List of clienteles from 01 January 2019 to the closing date of this quotation:

No.	Time Period		List of Schools / Organizations, which had engaged the Supplier for similar services from 01 January 2019 to the closing date of this quotation.	Any feedback / Testimonial
	From	To		
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

* Please insert additional rows if the space provided above is insufficient.