FORM OF TENDER

[For Tenderer’s completion and submission along with proposals]

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| To:  Singapore Tourism Board  1 Orchard Spring Lane  Singapore 247729 | Name(s) of Tenderer(s)[[1]](#footnote-1):  Address:  Business Registration No.: |

Dear Sirs

**RFP NO.: STB/NY1/20-21/RFP13**

**RFP TITLE: REQUEST FOR PROPOSAL – INVITATION FOR PUBLIC RELATIONS SERVICES FOR SINGAPORE TOURISM BOARD AMERICAS**

1. We offer and undertake on your acceptance of this Tender Offer to supply goods and services as specified in the Requirements Specifications in accordance with the Instructions to Tenderer in your Invitation to Tender and the terms and conditions as agreed upon between you and us.

1. Our Tender Offer is fully consistent with and does not contradict or derogate from anything in your Invitation to Tender. We may include in our Tender Offer alternative offer(s) which comply with your Invitation to Tender.
2. Where required by you, we shall execute a formal agreement in the appropriate form incorporating the terms and conditions as agreed upon between you and us. Until the said formal agreement is executed, this Tender Offer together with your written acceptance, shall constitute a binding agreement between us.
3. OUR OFFER IS VALID FOR the Validity Period as specified in the Invitation to Tender and for any such extension of the period as may be agreed in writing by the Tenderer at the request of the Authority.
4. Our prices for the goods and services to be supplied by us are stated in the price schedule attached to our Tender Offer.
5. We further undertake to give you any further information which you may require.
6. We warrant, represent and declare that we have the power to enter into, perform and deliver, and have taken all necessary action to authorise our entry into, performance and delivery of, the binding agreement upon your written acceptance of our Tender Offer.

Authorised Signature  
Name:

Designation:

Dated this \_\_\_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_\_

1. If the Tender Offer is submitted by a consortium, each member of the consortium shall be named. The Lead Member of the consortium shall submit the Tender Offer on behalf of the consortium members. Documentary proof must be provided that the Lead Member is authorised by all members of the consortium to submit, sign the Tender Offer, receive instructions, give any information, accept any contract and act for and on behalf of all the members of the consortium. Each member of the consortium shall be listed. For example, the Name(s) of Tenderer(s) field should read “[Name of Lead Member], acting in its own name and in the name and for and on behalf of [Name(s) of other Consortium Member(s)]”. [↑](#footnote-ref-1)