



Ref: SGC/21.8.2/19

18 October 2019

TO: TENDERERS

Dear Sir/Mdm

**TENDER DOCUMENT/CONTRACT NO: SGC/21.8.2/19
PROPOSED UPGRADING OF THE SERAPONG GOLF COURSE AT SENTOSA GOLF CLUB**

INVITATION TO TENDER

1. Sentosa Golf Club (“SGC”) hereby invites tenders for the above-mentioned tender.
2. Please refer to **Attachment A** of the Instructions to Tenderers for the evaluation criteria.
3. The entire Invitation to Tender document will be available on **Sentosa website: www.sentosa.com.sg/Tender-Notices** for Tenderers’ download from 24 October 2019 onwards.
4. SGC reserves the right to amend any terms in, or to issue supplementary terms to the Invitation to Tender at any time prior to the closing date of the Tender.

Extracts from Instructions to Tenderers of the Invitation to Tender Documents

The Tenderer’s attention is drawn to the fact that tender Corrigenda and tender clarifications may be issued at any time prior to the closing date of the Tender. These Corrigenda/Tender Clarifications will be published in Sentosa website: www.sentosa.com.sg/Tender-Notices. It is the Tenderer’s responsibility to ensure that the amendments to be incorporated in the Invitation to Tender are downloaded from www.sentosa.com.sg/Tender-Notices and printed for submission.

18 October 2019

TO: TENDERERS

TENDER DOCUMENT/CONTRACT NO: SGC/21.8.2/19

Extracts from Instructions to Tenderers of the Invitation to Tender Documents (Cont'd)

Tenderers MUST check the website at www.sentosa.com.sg/Tender-Notices publication on a regular basis on any amendments relating to the Tender. SGC will not entertain any omission of information (for corrigenda, tender clarifications, etc not taken into account) after the close of the tender regardless of any reasons.

All Tenders received by SGC at the close of tender shall be deemed to have included such corrigenda, tender clarifications and amendments in their tender regardless of submission of such corrigenda, tender clarifications and amendments together with the Invitation to Tender documents.

The Tenderer shall email the pertinent contact details as follows to the email address contracts@sentosa.com.sg if the Tenderer wishes to be informed about any amendments relating to the Tender prior to the close of the tender.

Please indicate the Tender Document/Contract No. as the subject of your email.

- (a) Name of company;
- (b) Contact person & designation;
- (c) Address;
- (d) Telephone no;
- (e) Facsimile no; and
- (f) Email address.

Please note the above arrangement shall not absolve the Tenderers from checking any amendments relating to the Tender regularly from Sentosa website at www.sentosa.com.sg/Tender-Notices for the purpose of this Tender.

5. Please refer to the Instructions to Tenderers, Clause 10 – Submission of Tender, for the mode(s) of submission. Tenderers are reminded not to include personal data about any individual (including documents containing personal data e.g. NRIC, FIN, passport, driver's license) in your tender submissions unless specifically requested in the Invitation to Tender document and consent shall be obtained from the individual, where necessary.

18 October 2019

TO: TENDERERS

TENDER DOCUMENT/CONTRACT NO: SGC/21.8.2/19

6. Any request for clarification on any aspect of the Invitation to Tender Document must be submitted to and received by the SGC **at least seven (7) working days** before the closing date for submission of Tenders. The SGC may at its discretion disregard any such request that is not received prior to the said **seven (7)** working days.

7. A **COMPULSORY** Site Showround / Briefing will be conducted by the SGC, details are as follows:

Date	-	25 October 2019
Time	-	10:00 am (Singapore Time)
Meeting Point	-	Sentosa Golf Club, Clubhouse
Enquiries on briefing to be made to	-	Mr Sylvester Yeo Assistant Director, Golf Club Operations Email: sylvester_yeo@sentosa.com.sg Tel: 6373-7112

The Agenda for the Site Showround / Briefing:

10am	–	Briefing and run through of Tender Price Breakdown
10:30am to 12:30pm	–	Hole by Hole site walk on Serapong course
12:30pm to 1pm	–	Questions & Answers

Each Tenderer shall be represented by a maximum of two (2) personnel only.

8. Tenderers' attention is drawn to Clause 12 of the Instructions to Tenderers which is reproduced below:

12 Compliance with Instructions

12.1 Tender Offers will be accepted only if submitted according to the instructions contained in this Invitation to Tender.

12.2 The Tenderer's Tender Offer shall include at least one offer which:

- (i) is submitted according to the instructions contained and in the form(s) prescribed in this Invitation to Tender; and*
- (ii) does not attempt to vary any provision of and which fully complies with this Invitation to Tender.*

18 October 2019

TO: TENDERERS

TENDER DOCUMENT/CONTRACT NO: SGC/21.8.2/19

- 12.3 (i) *Subject to compliance with **Clause 12.2**, the Tenderer may submit alternative offer(s) which include qualifications or variations to any provision of this Invitation to Tender or which do not fully comply with the Requirement Specifications.*
- (ii) *Notwithstanding **Clause 12.3(i)**, the Tenderer cannot vary the following clauses in this Invitation to Tender:*
- a. All clauses in the Form of Tender;*
 - b. All clauses in the General Information; and*
 - c. All clauses in the Conditions of Contract.*
- 12.4 *Failure to comply with **Clause 12.2** may render the Tender Offer (including all Alternative Tender) liable to be rejected.*
- 12.5 *Each alternative tender shall be clearly marked and identified as Alternative Tender Offer on a photocopy of the Form of Tender and all pricing documents. The Form of Tender and all pricing documents for the Alternative Tender Offer shall be submitted together with the Form of Tender containing the Base Tender Offer. A separate Form of Tender and all pricing documents are required for each Alternative Tender Offer.*
- 12.6 *Any deviation from the Base Tender Offer shall be submitted as Alternative Tender Offer. The Tenderer shall list down all deviations from the Base Tender Offer in its Alternative Tender Offer. Any item not listed in the list of deviations shall be deemed to be similar to that of the Base Tender Offer.*
9. Tenderers are advised to adopt NATIONAL WAGE COUNCIL (NWC)'s recommendations on wage increment for their workers and to factor in such wage increases into their Tender Price as published in MOM website – <http://www.mom.gov.sg>.

Ref: SGC/21.8.2/19

18 October 2019

TO: TENDERERS

TENDER DOCUMENT/CONTRACT NO: SGC/21.8.2/19

10. The particulars of the Tender Opening Committee are available at SGC's Office, Contracts & Cost Control Department.

Thank you

Yours faithfully

Chua Geok Li
Deputy Director
Contracts & Cost Control Department
Sentosa Golf Club

Note: This is an Electronic Document. No signature is required.

Attachment A – Evaluation Criteria

PROPOSED UPGRADING OF THE SERAPONG GOLF COURSE AT SENTOSA GOLF CLUB

ATTACHMENT A – EVALUATION CRITERIA

Tenders shall be evaluated based on the following criteria:

Critical Criteria

Non-compliance with any of the following critical criteria will preclude the Tender Offer from further evaluation by the SGC.

(i) Registration with Government Registration Authority

The Tenderer must have suitable experience in golf course construction experience.

(ii) Debarment Status

The Tenderer shall not be suspended or debarred by the Standing Committee On Debarment, c/o Ministry of Finance, from participating in public-sector projects.

(iii) Tender Site Showround/Briefing

The Tenderer shall comply with the requirement to attend the tender site showround/briefing.

(iv) MYE Freeze under MOM's Safety Demerit Scheme

The Tenderer shall not be under a MYE freeze (any occurrence) imposed by MOM under Safety Demerit Scheme.

(v) bizSAFE Certification

The Tenderer shall have attained bizSAFE Level 3 and above.

(vi) Full compliance with components of the Invitation to Tender

The Tender Offer shall comply fully with the Form of Tender, General Information and the Conditions of Contract.

Other Criteria

(vii) Price-Quality Selection Method (PQM)

Tenderers shall note that in addition to compliance with SGC's requirements, the Price-Quality Selection Method (PQM) will be used to evaluate this tender.

A Price-Quality ratio of 50:50 where the Price and Quality components will constitute 50% and 50% of the evaluation weightings respectively will be adopted and translated into quantitative scores which are then totaled up to give a Combined Score during tender evaluation.

ATTACHMENT A – EVALUATION CRITERIA

The Price and Quality attributes and their assigned sub-weightings for the evaluation of the Quality components are as follows:

(a) Price Proposal (50%)

For the avoidance of doubt, when computing the price score, the Tender Price applied for the scoring will include the prices for Option Years.

The computation of the Price Score is shown as follows:

$$\text{Price Score (P-score)} = \frac{\text{Lowest Tender Price}^1 \text{ Among All Tenderers}}{\text{Tenderer's Tender Price}} \times \text{Price Weightage (50\%)}$$

¹ “Lowest Tender Price” refers to lowest Tender Offer that complies with the critical criteria.

(b) Quality Proposal (50%)

The Quality attributes and their assigned sub-weightings for the evaluation of the Quality component are as follows:

PROPOSED UPGRADING OF THE SERAPONG GOLF COURSE AT SENTOSA GOLF CLUB

ATTACHMENT A – EVALUATION CRITERIA

Item	Quality Attributes	Weighting / Score	Scoring Method	Source of Information
1	PROJECT SPECIFIC PROPOSALS	35		
1.1	<p><u>Relevant Expertise & Experience - Project Team</u></p> <p>a. Appropriateness, capabilities, adequacy and suitability of designated Project Team including but not limited to:</p> <p>Project Director/Manager, Shapers, Safety Officer, Licensed Electrical Worker and key coordinators of relevant disciplines) including their proposed sub-contractors and suppliers (if appropriate) and submission of details of key personnel’s past experience working together as a team with details of the project and scope and capacity</p>	10	<p>1st rank proposal – 10 points</p> <p>2nd rank proposal – 8 points</p> <p>3rd rank proposal – 6 points</p> <p>4th rank proposal – 4 points</p> <p>All remaining proposals – 1 point</p> <p>No submission – 0 point</p>	<p>Organization chart with key members to be submitted.</p> <p>CV of all key personnel to be submitted.</p>

PROPOSED UPGRADING OF THE SERAPONG GOLF COURSE AT SENTOSA GOLF CLUB

ATTACHMENT A – EVALUATION CRITERIA

Item	Quality Attributes	Weighting / Score	Scoring Method	Source of Information
1	PROJECT SPECIFIC PROPOSALS (cont'd)	35		
1.2	<p><u>Site Utilisation Plan and Management</u></p> <p>Tenderer’s demonstration of their understanding of the project via the quality and comprehensiveness of:</p> <p>a. Site layout taking into consideration location of construction access, site office, vehicle wash points, etc.</p> <p>b. Safety, health and cleanliness management system in compliance with the prevailing WSHA and/or its Regulations and any other subsidiary legislation (where applicable).</p> <p>c. Mitigation plan for noise and dust control, taking into consideration the close proximity to Sentosa Cove residential area (along Serapong Holes 3 to 5).</p> <p>d. Mitigation plan for silt control measures and other environmental / biodiversity impact related to the construction.</p>	8	<p>1st rank proposal – 8 points</p> <p>2nd rank proposal – 6 points</p> <p>3rd rank proposal – 4 points</p> <p>4th rank proposal – 2 points</p> <p>All remaining proposals – 1 point</p> <p>No submission – 0 point</p>	<p>1. Technical write-up;</p> <p>2. Method statement, drawings, diagrams and graphical representations to support the Technical Write-Up shall be enclosed as annexes.</p>

PROPOSED UPGRADING OF THE SERAPONG GOLF COURSE AT SENTOSA GOLF CLUB

ATTACHMENT A – EVALUATION CRITERIA

Item	Quality Attributes	Weighting / Score	Scoring Method	Source of Information
1	PROJECT SPECIFIC PROPOSALS (cont'd)	35		
1.3	<p><u>Programme of Works</u></p> <p>Identify key milestones and propose a realistic programme for the timely <u>completion of the Works within 3 calendar months from commencement date.</u></p> <p>The proposed programme shall include but not limited to the following milestones:</p> <ul style="list-style-type: none"> a. Critical Path & Activities; b. Zoning of Works for sequencing; c. Interfacing of various work trades; d. Areas maintaining connectivity between the key areas affected by the construction works; e. Resource/ Equipment planning; and f. Other Key Considerations. 	10	<p>1st rank proposal – 10 points 2nd rank proposal – 8 points 3rd rank proposal – 6 points 4th rank proposal – 4 points All remaining proposals – 1 point No submission – 0 point</p>	Programme in GANTT chart format

PROPOSED UPGRADING OF THE SERAPONG GOLF COURSE AT SENTOSA GOLF CLUB

ATTACHMENT A – EVALUATION CRITERIA

Item	<u>Quality Attributes</u>	Weighting / Score	Scoring Method	Source of Information
1	<u>PROJECT SPECIFIC PROPOSALS (cont'd)</u>	35		
1.4	<p><u>Design Methodology and Construction Methods</u> Appropriateness and adequacy of the proposed construction methods demonstrating the Tenderer's understanding of the scope of Works, phasing requirements and site constraints. Detailed method statements to illustrate but not limited to the following:</p> <ul style="list-style-type: none"> a. removal and management of existing turf. b. relocation / planting of trees. c. re-use of existing cart paths or recycling of materials arising from demolition requirements. d. management of earth works, including their removal and stockpiling. e. sand management and the major activity sequence for the construction. f. shaping of the golf course layout and contours including list of equipment and attendance to be provided to the SGC's Shaper. g. drainage works. h. irrigation works and sub-contract arrangements (if appropriate). i. Grassing; j. hardscapes. k. literatures of proposed materials and equipment. 	7	1st rank proposal – 7 points 2nd rank proposal – 5 points 3rd rank proposal – 3 points All remaining proposals – 1 point No submission – 0 point	Detailed method statements and construction sequence with drawings where necessary

PROPOSED UPGRADING OF THE SERAPONG GOLF COURSE AT SENTOSA GOLF CLUB

ATTACHMENT A – EVALUATION CRITERIA

Item	Quality Attributes	Weighting / Score	Scoring Method	Source of Information
2	TRACK RECORD / PROJECT PERFORMANCE	65		
2.1	The Tenderer shall demonstrate the experience and track record in implementing similar projects of similar scale to this tender, with project references in the last five (5) years in Singapore or Overseas.	65	1st rank proposal – 65 points 2nd rank proposal – 50 points 3rd rank proposal – 35 points 4th rank proposal – 20 points All remaining proposals – 5 point No submission – 0 point	Track Records submitted under Particular of Tenderers
	TOTAL QUALITY SCORE	100		

ATTACHMENT A – EVALUATION CRITERIA

The Quality Score, Q-score will be computed using the following formula:

$$\text{Quality Score (Q-Score)} = \frac{\text{Tenderer's raw total quality score}}{\text{Highest raw total quality score among all Tenderers}^2} \times \text{Quality weightage (50\%)}$$

² “Highest raw total quality score among all Tenderers” refers to the highest raw total quality score among all Tender Offers that comply with the critical criteria.

Combined Score

The Combined Score of a Tender Offer will be the sum of its weighted Price Score (P-score) and weighted Quality Score (Q-score):

$$\text{Combined Score} = \text{P-score} + \text{Q-score}$$

The successful Tenderer would be the one with the highest Combined Score

Any alternative tender submitted will be treated as a separate tender and assessed accordingly, provided alternatives are allowed and they meet the tender requirements.