

NOTE TO TENDERERS

JOINT TENDER EXERCISE BY THE EARLY CHILDHOOD DEVELOPMENT AGENCY (ECDA) AND THE HOUSING & DEVELOPMENT BOARD (HDB) FOR EARLY CHILDHOOD DEVELOPMENT CENTRES (“ECDCs”)

- 1) Tenders are invited for offers to rent the premises at the sites mentioned at paragraph 2 below to operate an Early Childhood Development Centre (“ECDC”).
- 2) Tender **OPENS** on 25 June 2021 (Fri) and **CLOSES** at 11.00 AM on 27 July 2021 (Tue).

Site show round (non-compulsory) will be conducted for the 2 sites. Registration is required for the site show round. Please email [Mazratul I MOHD RASHID@hdb.gov.sg](mailto:Mazratul_I_MOHD_RASHID@hdb.gov.sg) with the address of the site, name(s) of the attendee(s), contact number, email address and company name, by 30 June 2021, 10am.

The details are as follows:

S/n	Site	Allowable use	Date	Time
i)	Blk 701A Yishun Avenue 5 #03-02, Singapore 761701	ECDC (Class A/B Licence) or ECDC (Class C Licence) (Please choose one*) <i>*Each tenderer can submit only one proposal for one use [i.e. ECDC (Class A/B Licence) or ECDC (Class C Licence)] for this premises.</i>	1 July 2021	2.00pm – 2.40pm
ii)	Blk 413 Northshore Drive #02-01, Singapore 820413	ECDC (Class A/B Licence)	1 July 2021	4.00pm – 4.40pm

- 3) HDB and ECDA are committed to taking precautionary measures to safeguard the well-being of our staff and customers. If you or your accompanying person(s):
 - (i) Have close contact with a confirmed COVID-19 case in the past 14 days;
 - (ii) Are currently under a Quarantine Order or Stay-Home Notice; or
 - (iii) Have any fever or flu-like symptoms;

You will not be allowed to attend the non-compulsory site show round. We seek your understanding and co-operation to ensure a safe environment for all. We apologise for any inconvenience caused.

- 4) Tender submissions are to be deposited in the **Tender Box No. 1** at the Housing & Development Board, Commercial Properties, Properties & Land Group, Atrium, 3rd Storey, HDB Hub, 480 Lorong 6 Toa Payoh. Tenders submitted by post shall not be considered.
- 5) Our service at HDB Hub is currently operating by appointment only. Purchase of documents and submission of tender are on appointment basis and not via walk-ins.

Please contact us at <https://hdb.gov.sg/efeedback> to schedule an appointment for the purchase and submission of the tender documents. As appointments are limited per day, you are advised to schedule an appointment earlier.

- 6) A specimen copy of the Tenancy Agreement is available for inspection at the Housing & Development Board, Commercial Properties, Properties & Land Group, Atrium, 3rd Storey, HDB Hub, 480 Lorong 6 Toa Payoh.
- 7) Each tender submission in the tender envelope should contain only one Tender Form for one type of ECDC Licence at one site. Only the original Tender Form and tender envelope is accepted. If you wish to tender for more than one site, please purchase additional sets of tender documents and submit your tender in the original Tender Form and tender envelopes provided.
- 8) Every tender submission must be accompanied by the correct amount of tender deposit in the form of cashier's order made in favour of HDB and is to be inserted and sealed in the self-addressed envelope * **A** *. **THE TENDER DEPOSIT PAYABLE IS EQUIVALENT TO THE TENDER BID SUBMITTED.** Payment by cheque or cash is not acceptable. The completed Tender Form and the sealed envelope ***A*** are to be inserted and sealed in envelope * **B** *.
- 9) Tenderers shall ensure that they meet the pre-requisites for setting up an ECDC before submitting tender bids. Please refer to <http://www.ecda.gov.sg> for more information.
- 10) Tenderers are advised to work out their business costs and assess their business viability carefully before submitting their tender.
- 11) The information contained herein is valid at time of publication.
- 12) ENQUIRIES: -
 - i) Early Childhood Development Agency (ECDA)
For enquiries on the pre-requisites for setting up an ECDC, please contact us at Tel. no. 67359213. You may also refer to <https://www.ecda.gov.sg> for more information.
 - ii) HDB
For further clarification on the tender procedures, please contact us at Tel. no. 1800-8663073 (toll-free line). Please also refer to www.hdb.gov.sg for more information.
 - iii) HDB or ECDA shall not be liable for any error in the information contained in the tender documents or on the websites.

EARLY CHILDHOOD DEVELOPMENT CENTRES FOR LET

S/n	Site Address	Allowable use	Floor Area
i)	Blk 701A Yishun Avenue 5 #03-02, Singapore 761701	ECDC (Class A/B Licence) or ECDC (Class C Licence) (Please choose one*) <i>*Each tenderer can submit only one proposal for one use [i.e. ECDC (Class A/B Licence) or ECDC (Class C Licence)] for this premises.</i>	651sqm (approx.)
ii)	Blk 413 Northshore Drive #02-01, Singapore 820413	ECDC (Class A/B Licence)	598sqm

NOTE:

1) Infant care provision is **mandatory** for the tendered sites in this tender exercise. Please see minimum number of infant care places required for each site:

S/n	Site Address	Minimum number of infant care places required for site
i)	Blk 701A Yishun Avenue 5 #03-02, Singapore 761701	10* <i>*Only applicable to tenderer proposing an ECDC (Class A/B Licence)</i>
ii)	Blk 413 Northshore Drive #02-01, Singapore 820413	10

2) For Blk 701A Yishun Avenue 5 #03-02:

- The unit is to be let in the existing condition and state of repair. The successful tenderer is required to engage their own Qualified Professionals to submit their proposed A&A renovation application to HDB for evaluation and approval. The existing fixtures and fittings are to be maintained or removed by the tenant at their own cost if they do not require them.
- The tenant has the responsibility to comply with all relevant legislations at his own expense and adopt/ implement reasonable precaution against fire. The tenant has to ensure that his business setup is in compliance with Singapore Civil Defence Force's (SCDF's) fire safety requirements and bear the full cost of relevant installation works, prior to the commencement of any business operations. For any renovation works carried out in a tenanted unit, SCDF may require the tenant to carry out enhanced fire safety works to ensure the safety of the occupants in the unit and within the building.

- For the design imposed load, the tenant is to engage their own professional engineer (PE) to conduct structural adequacy check against structural details of the existing structural members according to their usage. For A&A works, they shall follow the A&A guidelines and conditions.
- The tenant is required to provide access to the premises at any time and a point of contact personnel to the Town Council to facilitate the Town Council's inspection/rectification work for common services (e.g. common pump room, etc.) in the event of any emergency servicing.
- The premises has part of its floor area at the 4th storey. Please refer to the floor plans.