

**TENDER NO.: SCCC/EST/2026/001**



**UEN Registration No.: 201309577Z**

**INVITATION TO TENDER FOR SUPPLY,  
INSTALLATION, AND MAINTENANCE OF LED WALL  
FOR LEVEL 9 AUDITORIUM AT THE SINGAPORE  
CHINESE CULTURAL CENTRE**

## INVITATION TO TENDER

1. Singapore Chinese Cultural Centre invites tender offers for Supply, Installation and Maintenance of LED Wall for Level 9 Auditorium at the Singapore Chinese Cultural Centre (SCCC).
2. The following documents that form part of this Tender Document have been prepared to enable prospective vendors to tender for the above-mentioned works that would meet the SCCC's requirements and specifications. These forms may be obtained from <https://singaporeccc.org.sg/tenders-quotations/>.
  - Tender Guidelines
  - Conditions of Contract
  - Draft Banker's Guarantee
  - Technical Specification
  - Tenderer's Offer (FORM A)
  - Tenderer's Profile (FORM B)
  - Price Schedule of Tenderer's Offer (FORM C)
  - Tenderer's Proposal – Equipment Specifications (FORM D)
  - Tenderer's Proposal – Equipment Support and Maintenance (FORM E)
  - Tenderer's Proposal – Software Support (FORM F)
  - Tenderer's Proposal – Training (FORM G)
  - Major Projects completed by Tenderer's Company within the 3 years (FORM H)
  - Current Projects undertaken by Tenderer's Company (FORM I)
  - Profile of Tenderer's Project Team (FORM J)
  - Tenderer Compliance List (FORM K)
3. The Tenderer is required to complete and submit the following documents in sealed envelope, together with all technical data on the equipment and any other supporting data or relevant information in a ring bound A4 folder, in duplicate, to SCCC before the closing date of tender:
  - Tenderer's Offer (FORM A)
  - Tenderer's Profile (FORM B)
  - Price Schedule of Tenderer's Offer (FORM C)
  - Tenderer's Proposal – Equipment Specifications (FORM D)
  - Tenderer's Proposal – Equipment Support and Maintenance (FORM E)
  - Tenderer's Proposal – Software Support (FORM F)
  - Tenderer's Proposal – Training (FORM G)
  - Major Projects completed by Tenderer's Company within the 3 years (FORM H)
  - Current Projects undertaken by Tenderer's Company (FORM I)
  - Profile of Tenderer's Project Team (FORM J)
  - Tenderer Compliance List (Form K)
4. The closing date for submission of tender is **17 April 2026, 2pm**. Incomplete or late submission of the required documents will render the Tender Offer liable to be disqualified.
5. A mandatory briefing will be held on Monday, 23 March 2026, 09:30 am at SCCC Level 11 Board Room. Please RSVP to [production@singaporeccc.org.sg](mailto:production@singaporeccc.org.sg) before the tender briefing is held and include "SCCC/EST/2026/001" in the email subject. Tenderers who are unable to attend the mandatory briefing will be disqualified from the tender assessment.

6. The Tender will be evaluated based on the Eligibility and Evaluation Criteria in the Technical Specifications.
7. Schedule of payments is thirty (30) days after the successful completion of the Project Handover.
8. Liquidated damages will be charged at **10%** of tender award per week for each week's delay (and a proportionate part of this amount for delay for any period of less than a week).

## TENDER GUIDELINES

### 1. DEFINITIONS

1.1 All terms used in the Tender Guidelines, which are defined under clause 1 of the Conditions of Contract, shall have the meanings so described to them.

### 2. SUBMISSION OF TENDER

2.1 The tenderer shall complete and sign the Tender's Offer and complete all parts of this Tender Document required to be completed by a tenderer.

2.2 The Tenderer shall submit this Tender Document in a seal envelope deposit by hand into the Tender Box located at SCCC by the stipulated date and time. The tenderer shall mark the top left-hand corner of the envelope with:

**SCCC/EST/2026/001**  
**17 April 2026, 2.00pm**  
***Tenders in sealed envelopes are to be deposited into the  
Tender Box located at 1 Straits Boulevard, L1 Lift lobby.  
Singapore Chinese Cultural Centre.***

2.3 Tenders submitted after the stipulated date and time will not be accepted.

2.4 Incomplete submission of the required documents will render the Tender Offer liable to be disqualified.

2.5 The Tenderer shall also submit samples of the goods and/or packages if SCCC so requests.

- Such samples shall be delivered at the site and by the time stipulated in the Invitation to Tender and should be marked clearly with the Tender number, item number and the name of the tenderer. Failure to provide the required samples at the stipulated time may render the tender liable to be disqualified.
- The tenderer shall indicate whether he wishes the samples to be returned. If no indication is given, SCCC shall not be obliged to return any samples to the tenderer.
- All cost, including but not limited to all shipping and transportation duties incurred in providing and delivering such samples to SCCC shall be borne by the Tenderer.

2.6 Tenderers shall submit the tender and supporting brochures/handbooks in the number of sets as specified in the Invitation to Tender. One set is to be marked "original" and the other set is to be marked "copy".

2.7 All expenses incurred in the preparation of this tender shall be borne by the Tenderer.

### 3. GOODS AND SERVICES TAX (GST)

3.1 The tenderer shall not include any Goods and Services Tax (GST) in the Price Schedule of Tender's Offer.

- 3.2 The tenderer shall declare his/her GST status in his tender. He/She shall clearly indicate whether he/she is, or whether he/she will be a taxable person under the GST Act. He/She shall, if available, furnish the GST registration number to SCCC
- 3.3 If the Tenderer is a taxable person under the Singapore GST Act, SCCC will pay the Tenderer, in addition to the rates and prices proposed, the GST chargeable on the supply of Goods and Services provided pursuant to this tender.
- 3.4 A Tenderer who declares himself/herself to be a non-taxable person under the GST Act but who becomes a taxable person after the award of the tender shall forthwith inform SCCC of his/her change in GST status. He/She shall be entitled to claim from SCCC any GST charged on the supply of the Goods or Services made by him/her after his/her change in GST status.

#### **4. QUERIES**

- 4.1 Any queries in respect of this Tender Document or any matter related thereto may be submitted in writing to **Mr Hu Chun Lai** (email: [production@singaporeccc.org.sg](mailto:production@singaporeccc.org.sg)) before **15 April 2026, 2pm**.
- 4.2 SCCC reserves the absolute right not to entertain or respond to any query, which, in the SCCC's opinion, is inappropriate or improper.
- 4.3 On submitting his/her tender, the Tenderer shall be deemed to have examined this Tender Document and site conditions and satisfied himself/herself with regard to any query on this Tender Document.

#### **5. PRESENTATION**

- 5.1 The Tenderer shall, on the request of SCCC, make a presentation on such aspects of his tender as may be required by SCCC.

#### **6. VALIDITY PERIOD**

- 6.1 Tenders submitted shall remain valid for acceptance for a period of 180 days commencing on the closing date. This validity period may be extended by mutual consent in writing of SCCC and the Tenderer.

#### **7. AWARD**

- 7.1 SCCC shall be under no obligation to accept the lowest or any tender.
- 7.2 SCCC shall normally not enter into correspondence with any tenderer regarding the reasons for non-acceptance of a tender.
- 7.3 SCCC reserves the right to accept the whole or any part(s) of the Tender Offer as it may decide, unless the Tenderer expressly stipulates in its Tender Offer that certain parts of the Tender Offer are to be treated as indivisible. The prices shall be adjusted in accordance with the schedules of prices set out in the Tender Offer.
- 7.4 The Letter of Acceptance issued by SCCC shall create a binding contract on the part of the tenderer to supply to SCCC the goods and/or services offered in the tender.
- 7.5 The Contract shall be governed by the Conditions of Contract.

7.6 SCCC shall notify a successful tenderer of its acceptance of his tender, whether in whole or in part, by sending a purchase order or letter of acceptance by post to that tenderer and the posting of the purchase order or the letter of acceptance shall be deemed good service of such notice.

7.7 SCCC may at its discretion require the tenderer to sign a written agreement.

7.8 SCCC may make awards to more than one tenderer.

7.9 Tenderer may submit alternative offer to the tender specifications, however SCCC reserved the rights not to accept the alternative offer.

## **8. VARIATIONS**

8.1 SCCC reserves the right to negotiate with the tenderer, where exceptional circumstances so necessitate, to vary any provision or part of this Tender Document without reference to any other party. Any such variation shall be subject to the mutual consent in writing of SCCC and the Tenderer.

## **9. SECURITY DEPOSIT**

9.1 Within ten (10) days of the Date of Contract, the tenderer shall deposit with SCCC, if so requested by SCCC, the Security Deposit or the Banker's Guarantee, as the case may be, required under the Conditions of Contract

## **10. INSURANCE**

10.1 Within ten (10) days of the Date of Contract, the tenderer shall deposit with SCCC copies of the insurance policies and premium receipts therefore required under the Conditions of Contract.

## CONDITIONS OF CONTRACT

### 1. DEFINITIONS

SCCC:	Singapore Chinese Cultural Centre
Tenderer:	The company who submits this Tender Document
Contractor:	The Tenderer whose tender has been accepted in whole or in part
Contract Price:	The sum stated in the Form of Tender by the contractor as the price for carrying out and completion of the works
Works:	The supply, delivery to and installation at the Site of the equipment and /or services in conformance and accordance with the Technical Specifications and drawings
Site:	The premises on SCCC, (Shenton Way) or any other site designated by SCCC
System Completion Date:	The date which all equipment and/or services shall be functional / ready as specified in the Technical Specifications
Warranty Period:	The period during which the contractor, at his own expense, shall make good to the satisfaction of SCCC and shall promptly attend to any defects whatsoever in the works as per clause 5 of the Condition of Contract
Acceptance Test:	Any applicable functional and/or compliance testing carried out as per clause 6 of the Condition of Contract
Performance Requirements:	The acceptance standards of the Acceptance Test as per clause 7 of the Condition of Contract
Security Deposit:	A refundable sum that placed with SCCC by the Contractor as security for the due performance and observance of the Contractor's obligation to this Contract as per clause 19 of the Condition of Contract
Banker's Guarantee:	A letter issued from a bank undertaking the guarantee payment of Security Deposit upon demand by SCCC for the purpose stated in clause 19 of the Condition of Contract

### 2. PRESENTATION

- 2.1 The contractor shall carry out and complete the supply of all items of goods and /or services in accordance with the contract in every respect and to the directions and satisfaction of SCCC. Unless otherwise stated in the contract, all goods shall be newly manufactured goods.
- 2.2 The contractor shall do or supply all things, free of charge, which are not expressly specified in this Tender Document but which may be necessary for the proper completion of the Works, or obviously required to be done or supplied in the context of this Tender Document and/or in view of the conditions on the Site.

### **3. DOCUMENTATION**

- 3.1 The contractor shall undertake to supply SCCC with one (1) complete set of comprehensive documentation on all aspects of the equipment/services including documentation to be used for planning, design, installation, operation, maintenance, administration and training purposes. All sets of such documentation shall be of the latest version.
- 3.2 In the event of any conflict between the provisions of any documentation or information or data supplied by the contractor including the supporting data, and the provisions of this tender document exclusive of the supporting data, the provisions of this Tender Document shall prevail unless SCCC agrees otherwise in writing.

### **4. SYSTEM COMPLETION DATE**

- 4.1 The contractor undertakes that the equipment/services shall be delivered, fully installed and operational within the specified period. The contractor shall be entitled to a reasonable extension of time for delays caused by the following:
- Force majeure; or
  - Any damage or delay not caused by or not due to the wilful act or default or negligence of the Contractor and/or his/her employees, agents or any person for whom the Contractor is responsible.

PROVIDED THAT:

- In respect of all the above events, the Contractor has not been negligent and/or failed to take all reasonable steps to prevent and/or minimise such losses, delays and/or damages; and
  - Any request for such extension of time shall be made in writing to SCCC within seven (7) calendar days of the date of the occurrence of the abovementioned event, failing which the Contractor shall be deemed to have waived any right of extension with regards to the particular event.
- 4.2 In the event of failure by the contractor to deliver any item of goods or complete the performance of services by the date specified in the contract other than due to the circumstances provided above, SCCC shall have the right
- to cancel all or any items of goods or services from the contract without compensation and obtain them from other sources and all increased costs thereby incurred shall be deducted from any moneys due or to become due to the contractor or shall be recoverable as damages; or,
  - to require the contractor to pay or allow SCCC to deduct from any moneys due or become due to the contractor's sum, calculated at the rate as specified in the Invitation to Tender as liquidated damages until the goods are delivered and the services are performed.

### **5. WARRANTY PERIOD**

- 5.1 There shall be a warranty period during which the contractor, at his/her own expense, shall make good to the satisfaction of SCCC and shall promptly attend to any defects whatsoever in the works.

- 5.2 The duration of the warranty period shall be the period specified in the “Tenderer’s Proposal – Equipment Support and Maintenance” and” Tenderer’s Proposal - Software Support” commencing the day following the date of the successful completion of the Acceptance Test or the last test to be conducted. When SCCC does not require any test to be conducted, the warranty period shall commence the day following the date on which the equipment is fully installed and operational. Provided always that the duration of the warranty period shall not be less than one (1) year.
- 5.3 Where SCCC considers appropriate, it may in its absolute discretion require a separate warranty period in respect of each or any item or part of the equipment delivered. The duration of any such warranty period shall be the specified period, commencing the day following the date of the successful completion of the last test conducted on the said item or part of the Equipment or if SCCC so agrees from the date such item or part of the equipment is installed and operational. Provided always that the duration of any such warranty period shall not be less than three (3) years.

## **6. ACCEPTANCE TEST**

- 6.1 If SCCC so required, the equipment and/or service will be subject to an acceptance test conducted by SCCC in accordance with such procedure(s) and method(s) as SCCC may in its absolute discretion deem fit for the purpose of confirming and verifying that the functions, features and performance of the Equipment meet the requirements and standards stipulated in the Technical Specifications.
- 6.2 The Acceptance Test shall be conducted and completed within a period of thirty (30) days from the date of completion of the installation of the equipment. This period may be extended upon mutual agreement to ninety (90) days.
- 6.3 SCCC may conduct such other tests on each item or part of the equipment in accordance with such procedure(s) and method(s) as SCCC may in its absolute discretion deem fit for the purpose of confirming and verifying that the functions, features and performance of such item or part meet with the requirements and standards stipulated in the Technical Specifications which are applicable to such item or part. Such tests may be conducted, at the discretion of SCCC, in addition to or substitution of the Acceptance test and shall be completed before the expiry of the period stipulated.

## **7. PERFORMANCE REQUIREMENTS**

- 7.1 The equipment when installed must comply with such performance requirements as may be mutually agreed to in writing between SCCC and the Contractor in order to be acceptable to SCCC.

## **8. WARRANTIES**

- 8.1 The contractor warrants to SCCC that the equipment is suitable for and shall meet the requirements set out in the Technical Specifications.
- 8.2 The contractor warrants that the equipment when operational shall meet the standards of the Acceptance Test and such other test(s) conducted and the Performance Requirements.
- 8.3 The Contractor warrants that all information and data given in the tender submission documents are accurate.
- 8.4 All equipment and materials and supporting documentation not mentioned or included in this Tender Document but which may be necessary for the proper operation and functioning of

equipment to the standards of the Acceptance Test and such other test(s) conducted and the Performance Requirements shall be provided by the Contractor to SCCC free of charge.

- 8.5 The contractor warrants that the performance of this contract and the use of the equipment by SCCC shall not infringe any patent, copyright, trade secret or other property right of any third party and the contractor shall obtain without charge to SCCC any licences as are necessary for the purposes of this contract from any third parties in respect of such rights.

## **9. SUPPORT AND MAINTENANCE SERVICES**

- 9.1 The contractor shall provide the support and maintenance services as set out in "Tenderer's Proposal – Equipment Support and Maintenance" and "Tenderer's Proposal - Software Support" documents.

## **10. TRAINING**

- 10.1 The contractor shall carry out the training as set out in the "Tenderer's Proposal – Training" document.

## **11. FUTURE PURCHASES**

- 11.1 At any time up to the end of the Warranty Period or, where there are more than one warranty period under this contract, the last warranty period, SCCC shall be entitled to purchase from the contractor any additional quantity of the equipment and materials set out in the Price Schedule of Tenderer's Offer which are marketed by the Contractor at a price not exceeding the price for the same set out therein.

## **12. COMPLIANCE WITH LAW**

- 12.1 The contractor shall comply with and satisfy all requirements under all laws and regulations relevant or applicable to the performance of his obligations under this Contract and shall indemnify SCCC in respect of all costs and expenses and any liabilities whatsoever which may be incurred under or in connection with such laws and regulations.

## **13. PROPERTY & RISK**

- 13.1 The property in any items or part of the Equipment shall pass to SCCC on delivery to the site and the risk therein shall pass on the expiry of the warranty period that relate to the item or part of the Equipment so delivered.

## **14. VARIATIONS**

- 14.1 Any variation of the provisions of this contract shall be subject to the mutual consent on writing of SCCC and the Contractor.

## **15. ASSIGNMENT**

15.1 The contractor shall not transfer or assign the contract or any part, share or interests therein.

## **16. EQUIPMENT AND MATERIALS**

16.1 All equipment and materials supplied shall be new and in strict conformance with the Technical Specifications and shall be of good quality and suitable for their required purpose.

## **17. PROCEDURE ON SITE**

17.1 The contractor shall keep upon the site a competent supervisor who shall attend to the Works at all time. Any instructions given to the supervisor by SCCC shall be deemed to be given to the contractor.

17.2 The contractor shall, if required by SCCC, furnish to him a list of the names, nationalities and other particulars of the employees and workmen engaged for or by him for the purpose of the Works.

17.3 The Contractor shall be responsible for the proper behaviour of employees and workmen engaged for or by him and shall remove any such employee or workmen who is not acceptable to SCCC and the contractor shall indemnify SCCC against any claims by such employee or workmen arising from such removal.

17.4 Unless prior arrangements are made with and agreed to in writing by SCCC, the Contractor shall carry out all works on the site under his contract during SCCC's official working hours, i.e. Monday to Friday, from 8.00am to 12.00pm and 1.00pm to 6.00pm.

17.5 The contractor shall during the execution of the works take all necessary precautions to prevent damage to furniture, fittings and other properties on the site.

17.6 Where necessary, the contractor shall supply and place at appropriate places on the Site signs to give warning of work in progress.

17.7 The Contractor shall keep the Site clean and shall remove speedily from the site debris and rubbish generated by the works and properly disposes of the same.

17.8 SCCC shall not be liable for loss or damage to the Contractor's property placed or left on the Site or elsewhere on SCCC property.

## **18. PAYMENTS**

18.1 Payment for the equipment shall be made by SCCC within **thirty (30) days** of the successful completion of the Acceptance Test or the last test to be conducted. Where SCCC does not require any test to be conducted, payment shall be made within **thirty (30) days** of the date on which the equipment is fully installed and operational.

## **19. SECURITY DEPOSIT**

19.1 The Contractor shall place with SCCC by way of a cheque or banker's draft a security deposit for a sum equal to **10%** of the Contract Price as security for the due performance and observance of the Contractor's obligation to this Contract.

- 19.2 SCCC may accept a banker's guarantee for the purpose stated in lieu of Security Deposit to be furnished in the form of the Draft Banker's Guarantee or such other form as may be acceptable to SCCC.
- 19.3 The Security Deposit shall be refundable after the expiry of the Warranty Period or, where there is more than one warranty period under this Contract, the last such warranty period subject to the Contractor having rectified any defects in the Works to the satisfaction of SCCC and/or any claims that SCCC may have under this Contract.
- 19.4 SCCC may retain **Ten percent (10%)** of the Contract Price if the security deposit is not made upfront. Such monies retained shall be payable to the Contractor after the expiry of the Warranty Period or, where there are more than one warranty period under this Contract, the last warranty period subject to the Contractor having rectified any defects in the Works to the satisfaction of SCCC and any claims which SCCC may have under this contract.

## **20. LATE COMPLETION**

- 20.1 If the proposed Contractor fails to complete the installation of the equipment/or service or the Equipment is not fully operational by the System Completion Date, the Contractor shall be liable to pay liquidated damages at the rate specified in the Invitation to Tender.

## **21. TERMINATION**

- 21.1 SCCC may terminate this Contract with immediate effect by giving notice in writing to the Contractor on any one of the following grounds:
- 21.1.1 If the Contractor has wholly suspended work without justification or is failing to proceed with due diligence and due expedition and following expiry of two weeks' written notice from SCCC to that effect has failed to take effective steps to recommence work or is continuing to proceed without due diligence or expedition, as the case may be;
  - 21.1.2 If the Contractor refuses or persistently fails or neglects to comply with the instructions of SCCC issued under the provisions of this Contract and following expiry of two weeks written notice from SCCC to that effect has failed to take effective steps to comply with the said instructions; and
  - 21.1.3 If the Contractor becomes bankrupt or insolvent or makes a composition with creditors or if, being a company, a winding-up order of any kind is made in respect of the Contractor, or if a receiver or manager is appointed over the Contractor's undertaking or assets or possession of or execution on any part of such undertaking or assets is taken or levied by creditors.
- 21.2 Upon termination under sub-clause 21.1
- 21.2.1 SCCC may engage other contractors to complete those parts of the Works uncompleted by the Contractor and the Contractor shall be liable to SCCC for all additional costs incurred thereby. The Contractor shall also pay liquidated damages for delay calculated in accordance with Clause 20 as if he had himself completed the Works on the date of actual completion by those other contractors engaged by SCCC;

21.2.2 SCCC may withhold payment of any monies payable to the Contractor until the Works are completed and the damages payable to SCCC arising from such termination are quantified and ascertained by SCCC (such quantification and ascertainment to be made within a reasonable time) and if the aggregate amount of such damages and all monies paid to the Contractor under this Contract exceeds the Contract Price, such excess amount shall constitute a debt payable to SCCC by the Contractor; and

21.2.3 the Contractor shall remove from the Site, if required by SCCC any temporary structures, plants, tools, goods, materials and equipment brought thereon by or for the Contractor and if the Contractor fails to do so within the time stipulated in the said notice for such removal, SCCC shall be entitled to store, remove, sell or otherwise deal with or dispose of the same and the Contractor shall be liable to and shall indemnify SCCC for or against any costs, expenses and liabilities whatsoever incurred by SCCC in so dealing with or disposing the same. In the event that the said temporary structures, plants, tools, goods, materials and equipment are sold, the proceeds after the deduction therefrom of such monies as are due to SCCC from the Contractor shall be held for the Contractor for a period of not less than one month from the date of posting of a notice to the Contractor to collect the said proceeds from SCCC and if the said Contractor fails to collect the same from SCCC within the said period, he shall be deemed to have disclaimed any rights to or interests in the said proceeds. The Contractor shall not be entitled to make any claims whatsoever against SCCC or its employees or agents for any action taken by SCCC in accordance with the provisions of this sub-clause.

21.3 The rights of SCCC specified under clause 21 shall be in addition to such other rights and remedies as SCCC may have or be entitled to against the Contractor for breach of contract or otherwise.

## **22. NON-DISCLOSURE**

22.1 The tenderer agrees not to disclose, reveal or divulge to any person or entity any information concerning the organisation, business, finances, transactions or other affairs of SCCC which may come to the tenderer's knowledge at any time during or after the agreement term, unless SCCC grants written consent of such a disclosure. If need to be, all tenderers are required to enter into a non-disclosure agreement with SCCC.

## **23. INDEMNITIES**

23.1 The Contractor shall indemnify and keep SCCC indemnified against all claims, demands, actions, judgements, damages, costs and expenses for personal injury or death arising directly or indirectly from the Works or the performance of this Contract unless the same are due to the act or neglect of SCCC or its employees or agents.

23.2 The Contractor shall indemnify and keep SCCC indemnified against all claims, demands, actions, judgements, damages, costs and expenses for damage to property which are caused directly or indirectly by any act or omission or negligence of the Contractor, his employees or agents or any person for whom the Contractor is responsible or due to any circumstances within the Contractor's control.

- 23.3 The Contractor shall indemnify and keep SCCC indemnified against all claims, demands, actions, judgements, damages, costs and expenses in respect of any infringement or alleged infringement of any patent, copyright, trade secret or other property right which infringement or alleged infringement arise directly or indirectly from the performance of this Contract or use of the Equipment or any matter relating thereto unless such infringement or alleged infringement is due solely to the use of any specifications or drawings provided by SCCC.
- 23.4 None of the indemnities shall be defeated or reduced by reason of the fact that SCCC may have neglected or omitted to exercise any powers of supervision or control whatsoever that it may have under this contract.

## **24. THIRD PARTY INSURANCE**

- 24.1 As a condition precedent to the commencement of the Works, the Contractor shall insure: -
- 24.1.1 Against his and SCCC's liabilities and that of SCCC's employees in respect of or in connection with personal injuries or death arising directly or indirectly from the Works or the performance of this Contract.
- 24.1.2 Against his and SCCC's liabilities and that of SCCC's employees in respect of or in connection with any damage to property (other than the Works) arising directly or indirectly from the Works or the performance of this contract; and
- 24.1.3 Against his and SCCC's liabilities and that of SCCC's employees in respect of any liability to the Contractor's employees or workmen or such persons engaged for the purposes of the Works under the Workmen's Compensation Act with any amendments, modifications thereto or re-enactment thereof or any law.
- 24.1.4 Such insurance shall be taken out with an insurer approved by SCCC for such period(s) and on such terms as SCCC may require and in default of production of a satisfactory relevant policy or premium receipt or current certificate of insurance from such insurer SCCC may itself insure against the risks described in sub-clause 23.1 and recover the costs thereof from the Contractor and/or deduct such cost from any sums due to the contractor.

## **25. WAIVER**

- 25.1 The failure by SCCC to enforce at any time or any period any one or more of the terms or conditions of this contract shall not be a waiver of them or of the right at any time subsequently to enforce all terms or conditions of this Contract.

## **26. NOTICE**

- 26.1 Any notice to be served on the Contractor under this contract may be sent by post in an envelope addressed to the Contractor at his place of business or residence last known to SCCC or at the Contractor's registered office, as the case may be, and any notice so posted shall be deemed to have been given at the time when the same would normally be delivered in the ordinary course of post.

**27. ARBITRATION**

27.1 Any dispute or difference between the parties in connection with this Tender Document or this Contract or any matter related thereto shall be referred to arbitration in Singapore in accordance with the Arbitration Act with any amendments, modifications thereto or re-enactments thereof.

**28. APPLICABLE LAW**

28.1 This Tender Document and this Contract shall be construed in accordance with and governed by the Laws of Singapore.

**DRAFT BANKER'S GUARANTEE**

To : Singapore Chinese Cultural Centre  
1 Straits Boulevard, #11-01  
S(018906)

**RE : << WORKS >>**

WHEREAS << Name and Address of Contractor >> ("the contractor") has entered into a contract ("the Contract") with you on the terms of the Form of Tender dated the \_\_\_\_ day of \_\_\_\_\_ in a Tender Document ("the Tender Document") submitted by the Contractor to you for the above Works which are more particularly described in the Tender Document;

AND WHEREAS by the provisions of the Conditions of Contract ("the Conditions of Contract") in the Tender Document the Contractor is required to make a deposit with you in cash in the amount S\$ \_\_\_\_\_ ("the Security Deposit") as a security deposit for the due performance and observance of the Contractor's obligations under the Contract;

AND WHEREAS we [name and address of banker] ..... have requested you to accept an unconditional guarantee in lieu of the security deposit and you have agreed to accept the same.

NOW IN CONSIDERATION OF THE PREMISES:

1. We guarantee to pay to you forthwith upon demand made to us in writing a sum or sums not exceeding in the aggregate the sum of Singapore Dollars (S\$.....) ("the Guaranteed Sum"). We will pay you the Guaranteed Sum or part thereof as may be requested by you without any proof that you are entitled to reimburse yourself with or utilise such sum or that the Contractor is in default or is in breach of any agreement with you. We will however accept for the account of the guarantee any sum returned by you to us.
2. We expressly agree and declare that this guarantee shall not be prejudiced diminished or affected in any way nor shall we be released or otherwise exonerated by any act omission fact circumstance matter or thing which but for this provision might operate too or otherwise exonerate us including without limitation any arrangement whatsoever made between yourself and the Contractor with or without our consent or knowledge including any alteration in the obligations undertaken by the Contractor or any forbearance by you in respect of those obligations.
3. The Guarantee shall take effect immediately and shall continue until (expiry date of warranty period) and thereafter shall be extended from year to year without request until the Contractor shall have discharged all his obligations under the Contract or the Contract is terminated by SCCC, whichever shall first occur.
4. You may make more than one claim under this Guarantee provided that the claims in aggregate do not exceed the Guaranteed Sum.
5. All claims made by you under this Guarantee must be in writing to us not later than six months from the expiry of this Guarantee or any extension thereof.

Dated the \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

SIGNED BY  
[NAME]  
AS  
[DESIGNATION]  
FOR AND ON BEHALF OF  
[NAME OF GUARANTOR]

in the presence of  
[NAME]  
[DESIGNATION]  
SIGNATURE  
ADDRESS

## REQUIREMENT SPECIFICATIONS

### 1. SCOPE OF WORK

- 1.1 The Tenderer shall propose customisable LED display system, complete with a fully integrated content management software solution, for installation in the Auditorium venue at SCCC.
- 1.2 The Tenderer shall complete delivery, installation, testing and commissioning of the System and achieve full operational status by **31 October 2026**.
- 1.3 The Tenderer shall provide all labour, materials, tools, equipment, transportation and expertise required for the supply, installation, testing, commissioning and maintenance of the LED displays, including but not limited to:
  - LED display panels
  - Mounting structure and framing
  - Control system, video processor, signal distribution/transmission system
  - Cabling, power distribution, and accessories
  - Software configuration
  - Testing & commissioning
  - Documentation and training
  - Comprehensive maintenance (5 years)
- 1.4 The proposal should be inclusive of the following variation orders, but not limited to:
  - Venue reinstatement costs
  - Load Test/Service Maintenance
  - All necessary accessories for the LEDs (Desktop/Software management, Cables, DB box, etc.)
  - Power Requirements: Total power requirement (max/typical kW) for the proposed system and the power supply provisions required from SCCC.
  - Redundancies (Panels, Cables, Processors, Signal, Receiving Cards etc.)
  - Certification Cost (Licensed Electrical Worker, Professional Engineer Endorsement, etc.)

### 2. EQUIPMENT SPECIFICATION

- 2.1 Tenderers are to propose the following preferred LED specification (**or equivalent**), with complete content management system for the Auditorium venue.

The proposed LED Video Wall System shall be from established and reputable manufacturers with proven performance in professional indoor LED display applications.

Brands with local authorised warranty and technical support in Singapore, including spare parts availability, are preferred.

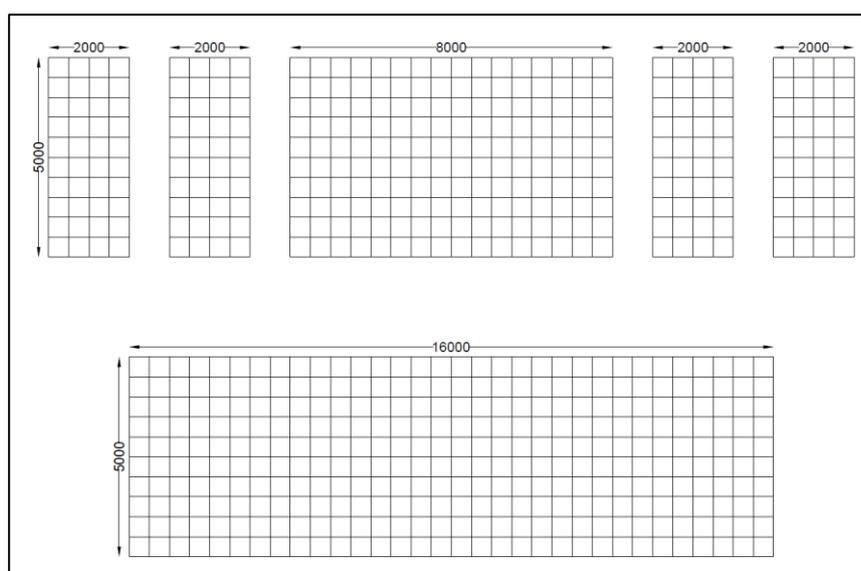
Tenderers may propose equivalent products, provided they meet or exceed the technical specifications in this Tender.

Tenderers proposing alternative brands shall submit product datasheets, relevant reference projects, and confirmation of local warranty/support and spare parts availability.

SCCC reserves the right to determine the equivalency of any proposed alternatives during tender evaluation.

### 2.1.1 Indoor LED Wall (on stage ground)

- Centre Main Wall Dimensions: 8m (W) x 5m (H)
- Secondary Walls (4 units) Dimensions: Four (4) units of 2 m (W) x 5 m (H)
- The LED panels should be capable of being used individually or combined to form a total display area of 16m (W) x 5m (H), with seamless visual alignment when combined.
- Panel Size: 500mm (W) x 500mm (H)
- Pixel Pitch: Preferably 1.9mm
- Pixel Configuration/LED Type: IMD 2-in-1
- Brightness: 1000 nits max.
- Colour Performance: DCI-P3 colour gamut support and HDR10+ compatible.
- Refresh Rate: Minimum 3840 Hz (preferred up to 7680 Hz), supporting 50/60 Hz frame rates, with stable, flicker-free display and no visible scan lines or tearing.
- Max. Power W/m<sup>2</sup>: 645W (full white)
- Weight: 7.1kg per panel - 500 mm (W) x 500mm (H)
- Horizontal Viewing Angle: 160 degrees
- Vertical Viewing Angle: 160 degrees
- Working Voltage: 240 VAC (suitable for Singapore electrical supply)
- Service Access: Front access – modules removable via magnetic-assisted mechanism
- Panel Material: Die-Casting Aluminium
- Panel Mounting to Structure: Quick-lock/Rigging System with Corner Protection
- Protection Grade: IP40 (Front), IP21 (Back)
- Compliant Standards: CE/FCC/ETL/UKCA/BIS
- Adjustment Angle: -7.5° to +10°, adjustable in 2.5° increments



*Visualisation – Front View of LED Wall, in its breakout pieces and combined to form one big wall.*

### 2.1.2 Fixed Structural Support & Counterweight System (for LED Wall on Stage Ground)

- The Fixed Structural Support System shall be engineered, supplied, installed, and commissioned by the Tenderer as an integral component of the Indoor LED Wall (Section 2.1.1) for use on the Auditorium stage ground only.

- The structure shall be fully compatible with the Tenderer's proposed LED panel/cabinet system, including:
  - Mounting method and connection interfaces;
  - Fastening and locking points;
  - Front-service access requirements; and
  - Cable-routing and management provisions.
  - No third-party adaptors, frames, or interface plates shall be required.
- The structure shall be free-standing and fixed in its installed position during operation and shall incorporate a counterweight/stability system (where required) to prevent unintended movement, overturning, or excessive deflection. The fixed support structure shall be a lightweight, modular truss-based support system (e.g., aluminium truss or equivalent) suitable for indoor stage use, designed and fabricated for professional event/venue applications.
- The fixed support structure shall support the following (based on dimensions in Section 2.1.1):
  - Combined configuration: 16 m (W) × 5 m (H);
  - Breakout configuration: capable of being separated and operated as five (5) independent groups, comprising one (1) group of 8 m (W) × 5 m (H) and four (4) groups of 2 m (W) × 5 m (H); and
  - All frames, trims, edge protection, and structural members required for safe mounting and operation for both combined and breakout configurations.
- The system shall be designed to support the total installed load of the complete LED system, including:
  - LED panels/cabinets;
  - Structural frames and mounting hardware;
  - Cable-management components;
  - Power distribution equipment; and
  - Any ancillary or processing equipment mounted on the structure. The structure shall withstand operational loads and any dynamic loads expected during configuration changes, maintenance, and use, with safety factors compliant with relevant international standards.
- The complete installed LED Wall system (display + structure + counterweight/stability components) shall comply with the venue's allowable floor loading of 7.5 kN/m<sup>2</sup>, including any point loads imposed by base supports, outriggers, levelling feet, and counterweights/ballast (if applicable).
- The support structure shall not obstruct front-service access to the LED modules. Full magnetic-assisted/tool-less front-service removal shall remain possible, and structural stability, panel alignment, and retention shall not be compromised.
- The structure shall include safe and organised cable-management features, including:
  - Protected cable-routing paths (no exposed unsupported spans);
  - Strain-relief at connection points; and
  - Secure fastening to prevent abrasion, snag hazards, pinch points, and accidental disconnection.
- The design of the fixed support structure and counterweight/stability system must be endorsed by a **Singapore Professional Engineer (PE)** and shall explicitly cover:
  - the 16 m (W) × 5 m (H) combined configuration; and

- the five (5) breakout configurations (one (1) unit of 8 m (W) × 5 m (H) and four (4) units of 2 m (W) × 5 m (H)), including the associated support arrangement and counterweight/stability system.
- Re-endorsement shall not be required for routine reconfiguration between these PE-endorsed configurations. Any change outside the endorsed configurations and design parameters (including dimensions, loading, support arrangement, or counterweight/stability system) shall be subject to PE review and updated endorsement, as applicable.
- The Tenderer shall submit PE-endorsed drawings, calculations, and endorsement documentation prior to installation and as part of handover.
- Tenderers shall include structural design drawings in their submission.
- The LED wall system shall be capable of being deployed, made operational, and torn down within 4 hours by a minimum of four (4) trained technicians, using standard tools and methods specified by the Tenderer.
- Rigid, heavy-duty flight cases (hard cases) shall be provided for transportation and storage of LED panels/cabinets, cabling, and accessories when not in use.
- The flight cases provided shall have sufficient capacity store and transport at least fifty percent (50%) of the total LED wall panels/cabinets.

### 2.1.3 Indoor LED Mesh (Flown)

- Lightweight indoor LED mesh display designed for fly-bar rigging, capable of quick installation and removal for event use (non-permanent installation).
- Dimension: Two (2) units of 2 m (W) x 5 m (H)
- Panel Size: 1000 mm (W) by 500 mm (H)
- Pixel Pitch: Preferably 3.9mm (H) to 7.9mm (V)
- Transparency: Minimum 33% (transparent/see-through mesh).
- Brightness: 3000 nits max.
- High Gray Scale: 15 bits
- Refresh Rate: Minimum 3840 Hz (preferred up to 7680 Hz), supporting 50/60 Hz frame rates, with stable, flicker-free display and no visible scan lines or tearing.
- Max Power W/m<sup>2</sup>: 420 W
- Weight: 7.7 kg per panel - 1000 mm (W) x 500mm (H)
- Horizontal Viewing Angle: 160 degrees
- Vertical Viewing Angle: 130 degrees
- Working Voltage: 240 VAC (suitable for Singapore electrical supply)
- Service Access: Rear Service
- Panel Material: Die-Casting Aluminium
- Panel Mounting to Substrate: Arc lock and fastening connector
- Protection Grade: IP65 (Front), IP54 (Back)
- Compliant Standards: CC/FCC/UKCA/BIS/RoHS
- Storage / Transport (Flight Cases): The Contractor shall provide rigid, heavy-duty flight cases (hard cases) for the LED mesh panels and all associated accessories (including rigging components and power/data cabling) for safe storage and transport when not in use. The cases shall provide impact protection and be labelled and sized for efficient handling and storage.
- Adjustment Angle: -15° to +10°, adjustable in 5° increments.

- Total weight for the LED Mesh, including structural support, shall not exceed 400 kg
- PE endorsement is required for this installation.

#### 2.1.1.4 **Optional: Indoor LED Screen on Proscenium Sidewalls (Wall-Mounted) + Proscenium Header (Flown)**

- Fixed, slim and lightweight LED display for indoor proscenium wall application.
- Dimension (Proscenium Sidewalls): Two (2) units of 2 m (W) x 3.5 m (H)
- Dimension (Proscenium Header): One (1) unit of 15m (W) x 1m (H)
- Panel Size: 1000 mm (W) x 250 mm (H)
- Pixel Pitch: Preferably 1.9mm
- Pixel Configuration: 3-in-1 SMD
- Brightness: 800 nits max.
- Refresh Rate: 3840Hz
- Max Power W/m<sup>2</sup>: 450 W (full white)
- Weight: 6.2 kg per panel
- Horizontal Viewing Angle: 160 degrees
- Vertical Viewing Angle: 160 degrees
- Working Voltage: 240 VAC (suitable for Singapore electrical supply)
- Service Access: Front access – modules removable via magnetic-assisted mechanism
- Panel Material: Die-Casting Aluminium
- Panel Mounting to Structure: Fixed wall-mounted installation using manufacturer-approved mounting/fastening hardware.
- Protection Grade: IP40 (Front), IP21 (Back)
- Compliant Standards: TUV-CE/CB/FCC/IC/UL
- The Proscenium Header LED should be installed with ceiling mounts and PE Endorsement is required.
- The Proscenium Sidewall LEDs shall be mounted to the sidewall and PE Endorsement is required.
- Tenderers are required to propose the installation method for the above-mentioned LED Walls.



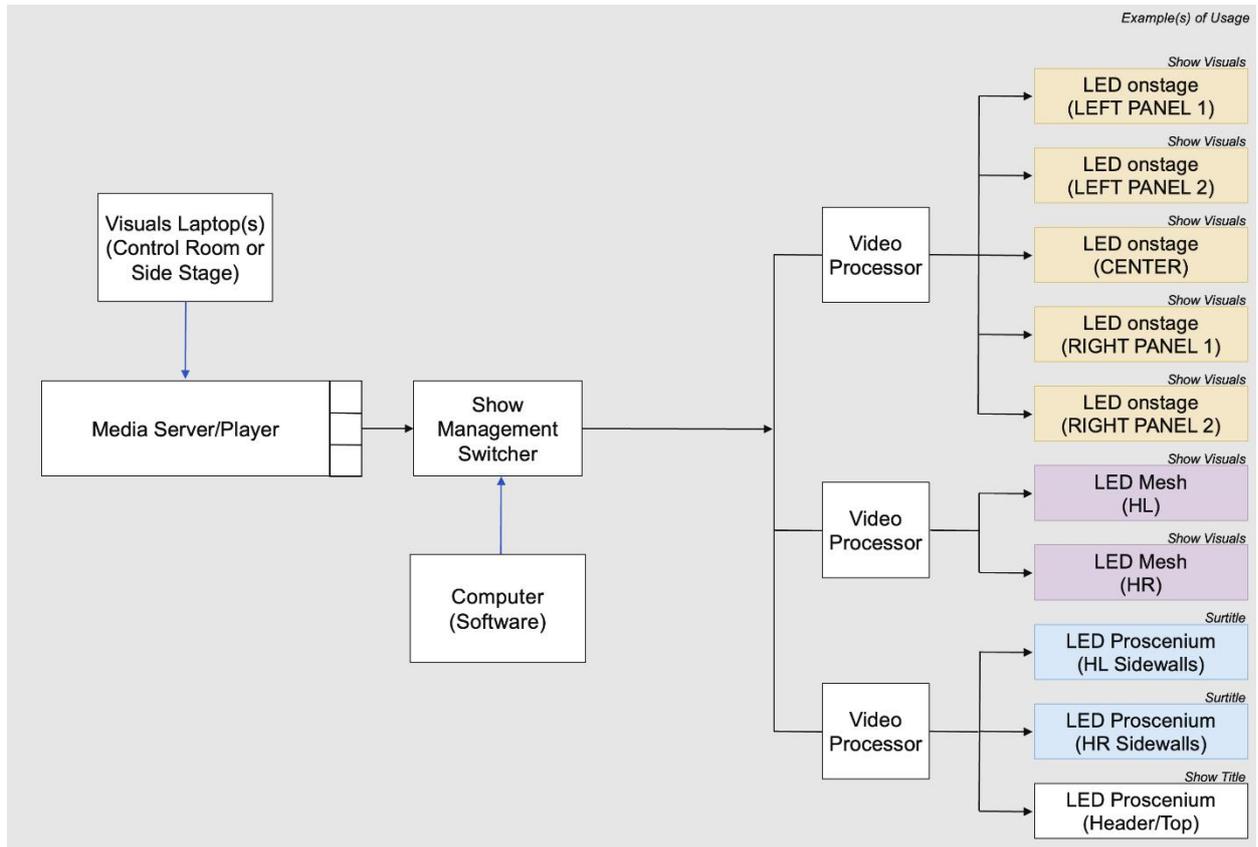
*Visualization of the Proscenium LEDs (not-to-scale)*

### 3. **System**

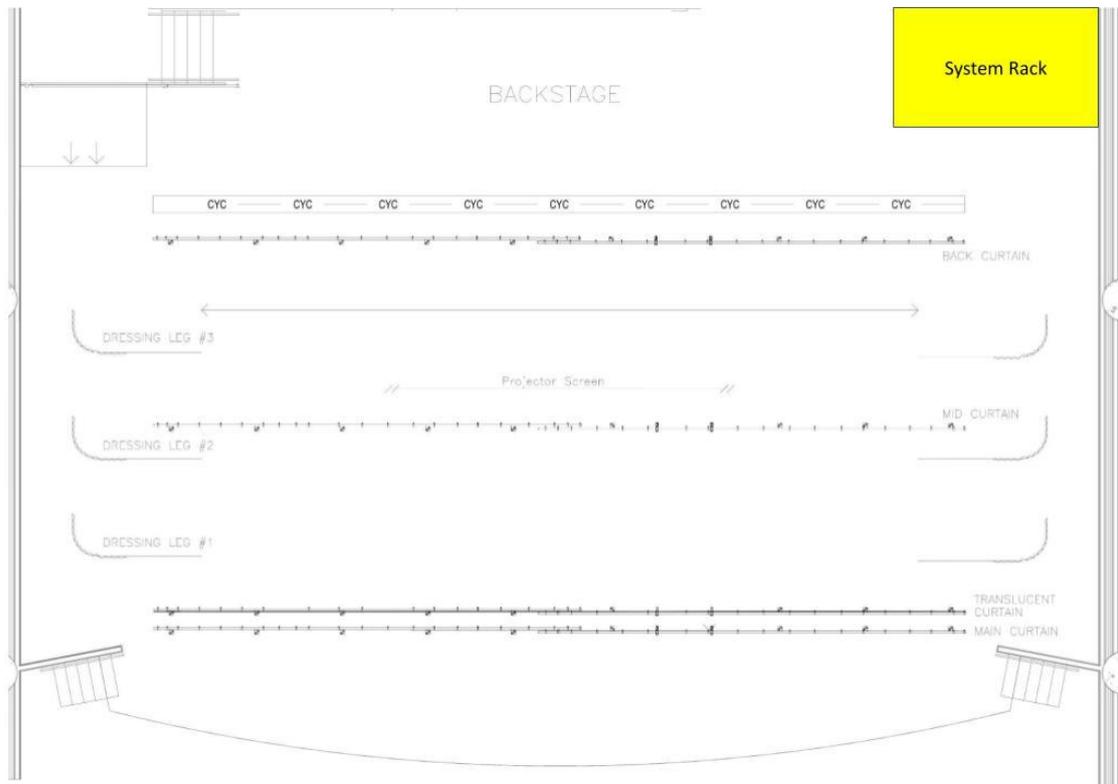
The system(s) shall include professional-grade Video Processing and Control Systems for all Auditorium LED wall systems.

- The system(s) shall support multi-input processing and scaling, including inputs from a playback system, with specifications stated in this Tender (or equivalent), and be capable of seamless switching of input sources.

- The system(s) shall include a professional-grade multi-screen presentation system (“Screen Manager”), provided as a separate system from the Screen Manager and Video Processing system, capable of multi-layer input switching, scaling, routing and screen management for LED walls, including preset/scene recall and operator control suitable for live event operations, to manage and route content sources to the Auditorium LED wall system(s). The Screen Manager shall be provided as a system separate from the dedicated show media player / media server and shall interface with the show media player / media server and the LED wall control system.
- The system(s) shall include a dedicated show media player / media server capable of reliable multi-output playback for live events, including the ability to output synchronised video feeds to multiple LED display groups (as applicable). The show media player shall support professional video outputs (e.g., DisplayPort/HDMI), and where required, provide synchronisation capability (e.g., genlock/sync or equivalent) for stable multi-output playback.
- For the main LED wall onstage, the system shall be capable of driving a minimum native output resolution of 7680 x 2160 pixels.
- It shall support a minimum of four (4) independent input sources and be capable of routing/displaying the inputs to a minimum of five (5) LED display groups for simultaneous or independent display configurations, with seamless switching of input sources.
- The video processing & control system(s) shall support input sources including HDMI 2.0/2.1 and DisplayPort 1.4.
- The Tenderer shall propose (as an option) 12G-SDI input capability with a minimum of two (2) independent 12G-SDI input ports/channels, or equivalent functionality via manufacturer-supported input modules, on the Video Processor.
- The system shall provide an HDMI output for connection to a preview monitor.
- The system shall cater for external connection and direct control of the LED Wall during events.
- The system shall provide Ethernet-based monitoring and configuration software for control, status monitoring, and configuration. End-to-end system latency shall be  $\leq 3$  frames.
- The Tenderer shall include all items, software, licences (if applicable), and accessories required to ensure the system supplied is fully functional.



**LED Wall Signal Path Diagram (with minimum 4 Output Groups)**



**Preferred Location of the LED System Rack (Backstage Corner), with options for HDMI(s) to run to Side Stage/Level 10 Control Room**

- 3.1. The Tenderer shall provide a dedicated desktop computer workstation (tower or small-form-factor) for operation and management of the LED control and video processing system. Laptop computers shall not be accepted.

The workstation shall be compatible with the LED control, configuration, and monitoring software provided as part of the system and shall be suitable for continuous operational use during events.

The workstation shall be supplied with all necessary peripherals for operation, including monitor(s), keyboard, and mouse.

**3.1.1. Processor (CPU)**

- Modern Intel processor meeting the following minimum requirements:
- Intel® Core™ Ultra 7 265K (or higher Intel® processor)
- Minimum 20 cores/ 20 threads (8 Performance-cores + 12 Efficient-cores)
- Minimum Turbo/boost clock speed of 4.0 GHz (or higher performance).

**3.1.2. Memory (RAM)**

- Minimum 32 GB, expandable to 64 GB or higher. Memory shall be DDR5 ≥ 5600 MT/s (minimum) and DDR5 ≥ 6400 MT/s (preferred), or equivalent.

**3.1.3. GPU performance and stability requirement**

- The workstation shall be provisioned with a dedicated graphics card (GPU) meeting the requirements below.
- Minimum GPU: NVIDIA GeForce RTX 4070 Ti SUPER (or higher) with a minimum of 16 GB VRAM
- The workstation graphics subsystem shall be capable of sustained, stable operation for event use, including simultaneous multi-display output and continuous playback of 4K (UHD) 60 fps H.264/H.265 content with no dropped frames or visible stutter under normal operating conditions. Tenderers shall state the proposed GPU model and provide published specifications and shall demonstrate compliance during commissioning/acceptance.
- Tenderers shall provide published specifications confirming codec acceleration support and output standards compliance.

**3.1.4. Storage**

- Minimum 2 TB NVMe SSD (or equivalent SSD performance) suitable for high-bitrate media playback, expandable to at least 4 TB (via an additional internal NVMe storage bay/slot or internal SSD replacement). Additional storage may be proposed where required for the content library.

**3.1.5. Video Outputs**

- Minimum four (4) independent video outputs capable of simultaneous operation (extended desktop), via any combination of HDMI / DisplayPort / USB-C with video, with at least one (1) HDMI output for connection to a preview monitor.

**3.1.6. Network/Connectivity**

- Minimum one (1) Gigabit Ethernet (RJ45) port dedicated for the control network. Wireless connectivity may be provided where required for maintenance/monitoring.

#### **3.1.7. I/O Ports**

- Minimum four (4) USB ports (USB-A and/or USB-C), including at least one (1) USB-A port for peripherals and controller/service connectivity.

#### **3.1.8. Monitor Screens**

- Minimum two (2) 27-inch monitors from established and reputable manufacturers, suitable for continuous operational use, with a minimum refresh rate of 120 Hz (or higher).

#### **3.1.9. Operating System/Platform**

- The workstation operating environment may be any platform, provided it can install and run the manufacturer-recommended configuration/control/monitoring software and associated drivers/firmware tools with full functionality (including controller connectivity via USB/Ethernet). Where a non-native operating environment is proposed (e.g., compatibility layer or virtualisation), the Tenderer shall be fully responsible for ensuring stable operation and full device connectivity, and such arrangement shall not limit any required functions for configuration, diagnostics, calibration, or firmware updates.

### **3.2. Controller software provisioning and support**

3.2.1. The Tenderer shall supply, install, and configure all necessary manufacturer-recommended software applications, utilities, and drivers required to operate, configure, monitor, and maintain the proposed LED controller(s) / video processor(s) / content screen manager system(s) on the workstation(s). The Tenderer shall provide the installed software and driver version details as part of the handover documentation.

3.2.2. The Tenderer shall ensure the workstation(s) has the necessary permissions, connectivity, and interfaces (e.g., USB/Ethernet) to perform commissioning, configuration, testing, diagnostics, calibration (where applicable), and firmware/software updates for the proposed LED system.

### **3.3. Adapters/Accessories**

3.3.1. The Tenderer shall include all necessary adapters and interface accessories required to achieve the specified video outputs and network connectivity (e.g., USB-C to HDMI/DisplayPort, USB to Ethernet), such that no additional accessories are required for operation.

3.3.2. All video adapters/cables supplied shall be of professional grade and rated to support the required output standard and performance (minimum 4K/UHD at 60 Hz, where applicable), including any required HDCP compatibility. Where active adapters are required to achieve the specified signal standard, the Tenderer shall provide active adapters.

3.3.3. The Tenderer shall provide at least one (1) spare adapter/cable of each required type and shall label all adapters/cables for operational use.

### **3.4. Reliability/Support**

3.4.1. The workstation shall be suitable for professional event use (stable operation under sustained load). Warranty and support period shall be not less than the minimum

warranty requirements stated elsewhere in this Tender, and in any case not less than three (3) years for the desktop workstation, inclusive of parts and labour.

#### **4. Comprehensive Maintenance**

4.1. The Tenderer shall provide comprehensive maintenance and support for the complete Digital Visual Media Platform, including (where applicable) LED panels/cabinets, structural systems (fixed structural supports and rigging hardware), power and data components, video processing and control systems, playback workstations, and the content management system (CMS), including all required software, drivers and licences.

##### **4.2. Preventive Maintenance**

4.2.1. The Contractor shall carry out preventive maintenance at a minimum frequency of two (2) times per year (or propose an improved schedule for SCCC's acceptance). Preventive maintenance shall include, at minimum:

- Visual inspection of LED panels/modules for physical damage and abnormal artefacts;
- Inspection and testing of power supplies, receiving cards, signal distribution and connectors;
- Inspection of structural components, locking mechanisms, rigging hardware and safety accessories (where applicable);
- Calibration and colour uniformity checks of the LED panels; ensure consistent brightness and colour reproduction across the display surface.
- Cable management checks, strain relief checks, and verification of secure routing;
- Functional checks of video processing, switching, scaling and preview output;
- Verification of system configuration backups and restoration procedures;
- Cleaning of LED surfaces using methods recommended by the manufacturer;
- Verification of operating parameters and diagnostics using the supplied control/configuration software.

##### **4.3. Corrective Maintenance/Fault Rectification**

4.3.1. The Contractor shall provide corrective maintenance for fault rectification, inclusive of troubleshooting, replacement parts, labour, and re-commissioning of the affected system(s) as required.

##### **4.4. Service Levels**

4.4.1. The Contractor shall provide support service levels as follows (or propose better for SCCC's acceptance):

- Response time: within 4 business hours (remote) and within 1 business day (on-site) after fault notification
- Restoration/rectification: within 3 business days for standard faults, subject to parts availability;
- For critical faults affecting event operations, the Contractor shall propose and implement contingency measures to restore system operation as soon as practicable.

##### **4.5. Spare Parts and Accessories**

- 4.5.1. The Contractor shall propose and supply a recommended list of essential spare parts and accessories based on the final system configuration, with a minimum of ten percent (10%) spare LED modules (or spare panels/cabinets, as applicable) including (where applicable) spare LED modules/panels, LED bulb, power supplies, receiving cards, data/power cables, and required adapters/accessories to support operational continuity.

#### **4.6. Software, Configuration and Updates**

- 4.6.1. The Contractor shall support the operation of all supplied software and firmware required for system operation (including LED configuration/control software and CMS, where applicable).
- 4.6.2. The Contractor shall provide configuration backups and restore procedures and shall conduct updates in a controlled manner with prior backups, without disruption to scheduled events unless agreed by SCCC.

#### **4.7. Documentation and Reporting**

- 4.7.1. The Contractor shall submit a preventive maintenance checklist and service report after each maintenance visit, including findings, actions taken, and recommendations.
- 4.7.2. The Contractor shall provide maintenance documentation and basic troubleshooting guides for SCCC's operational use.

#### **4.8. Defects Liability Period (Year 1)**

- 4.8.1. A Defects Liability Period (DLP) of twelve (12) months shall commence from the date of completion/commissioning (or as defined elsewhere in this Tender). During this period, the Contractor shall rectify all defects and faults arising from defective materials, workmanship, installation, or system configuration at no additional cost to SCCC. This shall include all parts, labour, transport, and call-out charges

#### **4.9. System Warranty**

- 4.9.1. The LED system and all associated components shall carry a minimum warranty period of three (3) years from the date of completion/commissioning.
- 4.9.2. The warranty shall cover defects in materials, manufacturing, and system components supplied under this Contract. The Contractor shall coordinate with the manufacturer to repair or replace any defective components during the warranty period.
- 4.9.3. The warranty shall be valid from the date of completion/commissioning for three (3) years, including during the Defects Liability Period (Year 1) and Comprehensive Maintenance in Years 2 and 3.

#### **4.10. Comprehensive Maintenance (Years 2 to 6) and Optional Non-comprehensive Maintenance (Year 7 onwards)**

- 4.10.1. Upon completion of the Defects Liability Period, SCCC shall engage the Contractor for Comprehensive Maintenance of the LED system for Years 2 to 6. This period shall form part of the Contract.
- 4.10.2. SCCC reserves the option to extend the maintenance from Year 7 onwards under Non-Comprehensive Maintenance. Under Non-Comprehensive Maintenance, labour and

service support shall be provided, while replacement parts and materials shall be chargeable unless otherwise covered under warranty.

4.10.3. The Tenderer shall provide pricing for Comprehensive Maintenance for Years 2 to 6 and Optional Non-Comprehensive Maintenance for Year 7 onwards in the Schedule of Rates.

Year	Coverage Type	Included (Summary)	Pricing (Schedule of Rates)
1	DLP + Warranty	Defects rectification (all parts/labour/transport/call-out)	Include in Contract
2	Comprehensive maintenance + Warranty	All-inclusive maintenance (parts + labour + transport/call-out)	Price Year 2
3	Comprehensive maintenance + Warranty	All-inclusive maintenance (parts + labour + transport/call-out)	Price Year 3
4	Comprehensive maintenance	All-inclusive maintenance (parts + labour + transport/call-out)	Price Year 4
5	Comprehensive maintenance	All-inclusive maintenance (parts + labour + transport/call-out)	Price Year 4
6	Comprehensive maintenance	All-inclusive maintenance (parts + labour + transport/call-out)	Price Year 5
7	Non-comprehensive maintenance	Labour + service support + transport/call-out. Replacement parts/materials chargeable (unless covered under warranty).	Price per year / per annum

#### 4.11. Exercise of Options

4.11.1. SCCC shall exercise the Options for Non-Comprehensive Maintenance (from Year 7 onwards) by written notification to the Tenderer at least one (1) month before the Comprehensive Maintenance Contract expires.

#### 4.12. Inclusive Costs/No Additional Claims

All costs of spares and parts, including labour, transport charges, call-out charges, and all other expenses required to attend to faults and carry out repairs, shall be deemed to be included in the Comprehensive Maintenance package. SCCC will not entertain any additional claims from the Contractor.

#### 4.13. 24-Hour Contact and Failure Information

The Contractor shall provide a 24-hour contact number in the case of an LED system breakdown or where technical assistance is required. The Contractor shall also inform SCCC of the cause of the failure of the LED system and the corrective actions taken.

#### 4.14. Response and Attendance Times (Call-Out)

In the event of an LED system breakdown, SCCC will notify the Contractor, and the Contractor shall respond and attend to the LED system within the following call-out times from notification by SCCC (Including Saturdays, Sundays, and Public Holidays):

Work Priority	Call-out Time	Down Time
Urgent	4 Hours	8 Hours
Normal	6 Hours	12 Hours

#### 4.15. Work Priority Classification and Down Time Targets

Work priority classifications and target maximum down time shall be as follows:

- Urgent – Breakdown of the whole LED system with no messages displayed, directly affecting the operations of the contract area. Target maximum down time: 8 hours.
- Normal – All other faults of the LED system not defined as Urgent. Target maximum down time: 12 hours.

#### 4.16. Breakdown Report

The Contractor shall submit a report within 24 hours upon notification of an LED system breakdown. The report shall include the reason for the breakdown and the measures taken to repair the LED system.

### 5. Training

- 5.1. The Contractor shall provide training on the operational use and routine maintenance of all supplied equipment/system.
- 5.2. The training shall be provided for the trainees appointed by SCCC after testing and commissioning the System, with each training session accommodating at least four (4) participants nominated by SCCC.
- 5.3. The training shall be conducted on site or at the designated office. There shall be at least two (2) training sessions conducted.
- 5.4. The training programs (including theory and practical) shall be submitted to SCCC for approval at least two weeks prior to the testing and commissioning of the system.
- 5.5. One (1) set of the training materials shall be submitted to SCCC. The cost of providing the training shall be deemed to be included in the Contract Sum.

### 6. Schedule of Rate

- 6.1. The Tenderer shall provide a breakdown of the fee quotation for each of the areas listed under the Price Schedule of Tenderers Offer.

6.2. The fee quotation must include all costs and expenses arising from the work and services rendered, including but not limited to cost of labour and training, logistics, equipment and administration costs.

Please refer to the following table for the Schedule of Rate (SOR)

<b>Indoor LED Screens at Auditorium</b>		
Description	Unit Price (\$)	Proposed Models
Indoor LED Wall (on Stage Ground)		
Structural Support System for LED Wall on Stage Ground		
Indoor LED Mesh (Flown)		
Optional: Indoor LED Screen on Proscenium Sidewalls (Wall-mounted)		
Optional: Indoor LED Screen on Proscenium Header/Top (Flown)		

<b>Software, Processors &amp; Others</b>		
Description	Unit Price (\$)	Proposed Models
Content Management System (Processors, Desktop & Software)		
Miscellaneous & Others		

<b>Maintenance</b>		
Description	Unit Price (\$)	Proposed Models
Comprehensive Maintenance – Years 2 to 6		
Optional: Non-Comprehensive Maintenance – Years 7 onwards		

## 7. Liquidated Damage (LD)

7.1. The Tenderer shall be liable to pay the LD at the rate of 5% per week, should the project fail to complete within the specified time.

7.2. LD for delay delivery and performance

7.3. The following amount shall be provided to Singapore Chinese Cultural Centre in the form of credit note for respective non-compliance or loss of item:

S/N	Description	Amount will be provided
1	Late delivery of goods and equipment per project schedule	\$750 per day
2	Delayed installation of equipment per project schedule	\$750 per day
3	Failure to provide the workmen with proper/non-defective and necessary tools and equipment and personal protective equipment during work.	\$100 per occasion
4	Failure to provide adequate safety measures and procedures when carrying out works including poor housekeeping, failure to submit risk assessment etc.	\$100 per occasion
5	Failure to clean up and reinstate upon completion of any works and services.	\$100 per occasion
6	Smoking within the facilities at restricted areas	\$100 per occasion
7	Loss of key	\$100 per key
8	Unauthorised duplication of key	\$200 per key
9	Loss or mishandling of access card	\$50 per card
10	Fail to complete (upon testing & commissioning, handover)	5% per week

## 8. Testing & Commissioning

The Contractor shall carry out all necessary testing, calibration, and commissioning works to ensure that the complete LED Video Wall System is fully functional, safe, and operating in accordance with the specifications stated in this Tender.

All testing and commissioning activities shall be conducted by qualified personnel and in accordance with the manufacturer's recommendations and relevant industry standards. The Contractor shall verify that all system components, including LED panels, cabinets, structural supports, video processors, control

systems, power distribution, and associated cabling, are properly installed, configured, and integrated to operate as a complete system.

The commissioning process shall include verification of system functionality, signal routing, resolution, brightness control, colour performance, and overall display uniformity, ensuring that the system performs reliably under normal operating conditions.

Any defects or deficiencies identified during testing shall be rectified by the Contractor at no additional cost, and the relevant tests shall be repeated until the system meets the required performance standards.

The Contractor shall submit all test reports, calibration records, and commissioning documentation to SCCC. Final acceptance of the system shall be subject to the successful completion of all testing and commissioning activities and formal approval by SCCC.

The scope of Testing & Commissioning shall include, but not be limited to, the following:

#### **8.1. Pre-Commissioning Checks**

- Verification that all equipment has been installed in accordance with approved drawings and manufacturer recommendations.
- Inspection of structural mounting, brackets, and rigging points (where applicable).
- Verification of all electrical connections, grounding, and power distribution.

#### **8.2. System Functional Testing**

- Testing of all LED panels, processors, controllers, and associated equipment.
- Verification of signal routing and input/output functionality.
- Testing of brightness control, colour calibration, and display uniformity.
- Verification of screen resolution and pixel mapping.

#### **8.3. Control System Testing**

- Testing of video processors, switching systems, and control software.
- Verification that all control interfaces are fully operational.

#### **8.4. Integration Testing**

- Verification that the LED system integrates properly with existing venue AV infrastructure.
- Testing of video inputs, playback systems, and signal distribution.

#### **8.5. Defects Rectification**

- Any defects identified during testing shall be rectified by the Contractor at no additional cost.

#### **8.6. Programming for Presets**

The Contractor shall program and configure system presets as requested by SCCC to support operational requirements of the venue. This shall include, but not be limited to:

- Preset configurations for screen resolution, scaling, and display layouts.
- Preset settings for brightness levels and colour calibration suitable for different event scenarios.
- Preset input selections and routing configurations for commonly used video sources.
- Configuration of user-accessible presets within the control system to allow venue operators to quickly recall predefined display settings.

The Contractor shall demonstrate the functionality of these presets during commissioning and provide guidance on their operation.

### 8.7. Acceptance

- Final commissioning shall only be considered complete upon successful demonstration of full system functionality and acceptance by SCCC.

## 9. Drawing and Operation Manual Submission

The Contractor shall submit the complete documentation for review and record upon completion of installation.

The documentation shall include, but not be limited to, the following:

### 9.1. As-Built Drawings

- Detailed layout drawings showing final installation locations of all LED displays and equipment.
- Structural mounting details and installation methods.
- Cable routing and cable management layouts.
- Power distribution and electrical connection diagrams.

### 9.2. Signal Flow Diagrams

- Overall system architecture showing signal flow from source to display.
- Interconnection between processors, controllers, and LED panels.

### 9.3. Technical Datasheet

- Manufacturer specifications for all major equipment supplied.
- LED panels, processors, controllers, power supplies, and mounting structures.

### 9.4. Operation & Maintenance Manuals

- User operation guides for system control and daily operation.
- Startup and shutdown procedures.
- Preventive maintenance requirements and recommended servicing schedule.
- Troubleshooting procedures.

### 9.5. Training Materials

- Documentation to support user training conducted by the Contractor.

### 9.6. Submission Format

- Documentations shall be submitted in both soft copy (PDF/CAD format) and one (1) hard copy.

### 9.7. Submission Timeline

- All documentation shall be submitted and approved by SCCC prior to final system handover.

## 10. Key Mandatory Requirement

10.1. Tenderers must first satisfy the following critical evaluation criteria before their tender proposal will be considered:

S/N	Category	Description
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a)	Attendance	Attended the compulsory Tender Briefing
b)	Safety Standard	Assessed by WSHC and given BizSafe 3 and above at the date of Tender Closing.
c)	Track Record	This shall include, without limitation, the following considerations: i) Related experience/track record, preferably with minimum of 3 years' experience in the industry.
		ii) EPPU financial grading of not lower than S8 (\$\$10,000,000) and provide information of their Net Tangible Asset and Revenue. Capability/Capacity of the management team, source of funds and financial viability and stability.

## 11. Assessment for other evaluation criteria

11.1. Tenderers who have satisfied the mandatory requirement above will be evaluated based on the following weightages:

S/N	Category	Description	Weightage
a)	Conformity to Tender Specifications	Conformity to requirements as stated in above	Mandatory
b)	Technical Compliance	Specifications of the proposed equipment to be submitted and ensure they met the requirements stated in this Tender.	40%
c)	Pricing	Price competitiveness based on proposal	50%
d)	Quality of Proposal	The format of the proposal submission and completeness of forms submitted. (As attached in this tender)	10%

## 12. Queries

All queries pertaining to this tender are to be directed to:

Mr. Chai Lee Wen  
Senior Technical Officer, Production (Operations)  
Tel : 6812 7607  
Email : [chaileewen@singaporeccc.org.sg](mailto:chaileewen@singaporeccc.org.sg)

Mr. Hu Chun Lai  
Senior Technical Team Lead, Production (Operations)  
Tel : 6812 7605  
Email : [production@singaporeccc.org.sg](mailto:production@singaporeccc.org.sg)

The Centre reserves the right not to entertain queries which it considers to be irrelevant, spurious or prejudiced to one tenderer.

TENDERER'S OFFER		FORM A
To: Singapore Chinese Cultural Centre 1 Straits Boulevard, #11-01, Singapore 018906		Tender No: <b>SCCC/EST/2026/001</b>
Name of Tenderer:		
Tenderer Address & Telephone No:		
<p>We, _____ (name in block letters) hereby offer and undertake on the acceptance of this tender to supply, deliver, install, test, commission and maintain all the works and items as mentioned in the Technical Specifications and subject to the Conditions of Contract.</p> <p>Our tender is made to subject to the Conditions of Tender and we agree that our tender remains open for consideration for a period of <b>180 days</b> commencing on the closing date for the submission of tenders i.e., on <b>17 April 2026, 2.00pm.</b></p> <p>We understand that you are not bound to accept the lowest or any tender you may receive and that you reserve the right to and we agree that you may accept our tender in whole or in part in accordance with of Tender Guidelines.</p> <p>Unless and until a formal agreement is executed, as may be required by you in the Tender Guidelines, our offer with any authorised Variations and your written acceptance thereof shall constitute a binding agreement between us.</p> <p>We agree that as and when requested by SCCC, we shall extend the validity of this offer for one or more periods not exceeding in total _____ calendar months.</p> <p>Our price (herein referred to as the "Contract Price") for the equipment and services to be supplied, installed and provided by us is: <b>S\$</b>_____, excluding GST.</p> <p>A breakdown of the Contract Price for the equipment and services is given in the Priced Schedule attached hereto.</p> <p>We further undertake to give you any further information, which you may require.</p> <p>Dated this _____ day of _____, 2026.</p>		
Tenderer's Company or Business Registration No:	Tenderer's official Stamp:	
Authorised Signature:		
Name:	Telephone/Handphone No:	
	Fax:	
Designation:	Email:	
<p><i>NOTICE: This Form must be duly completed and signed. Any change to its wordings may render the Tender liable to DISQUALIFICATION.</i></p>		

TENDERER'S PROFILE		FORM B
Company's Name:		
Address:		
Country of Incorporation:		
Year of Establishment:		
Ownership:		
EPPU/BCA/NPA No. <i>(State Financial Category)</i>		
GST Registration No.		
Total Paid-up Capital:		
<p><i>Please attach copy of the following:</i></p> <ul style="list-style-type: none"> <li>• <i>Organisation Chart</i></li> <li>• <i>Latest Audited Balance Sheet and P&amp;L Statement</i></li> <li>• <i>List of Reference Customers</i></li> </ul>		

**PRICE SCHEDULE OF TENDERER'S OFFER**

**FORM C**

<i>Item No.</i>	<i>Name/Model of item</i>	<i>Quantity (No. of units) (a)</i>	<i>Tender Quotation Per Unit(Including Freight, Delivery and Installation) (b)</i>	<i>Tender Quotation Per Item (a) x (b) = (c)</i>	<i>Discount (d)</i>	<i>Net Tender Quotation (c) – (d) = (e)</i>	<i>Any other Relevant Remarks</i>
<b>Total Value</b>							

<b>TENDERER'S PROPOSAL – EQUIPMENT SPECIFICATION</b>		<b>FORM D</b>
<i><b>Item Name &amp; Description</b></i>	<i><b>Compliance with Technical Specifications (Yes/No)</b></i>	<i><b>Information &amp; Specifications</b></i>

*NOTE : Fill in column for Item Name & Description as specified under " Technical Specifications"*

1. Please provide detailed information / description including the following:
  - a) Number and qualifications of engineers directly responsible for maintenance
  - b) Preventive maintenance policy
  - c) Response time for unscheduled maintenance
  - d) Availability of parts and limits to price escalation
  - e) Maximum length of downtime before replacement equipment is supplied
  - f) Please state the Key Performance Indicator (KPI), Key Result Area (KRA) and Return Time Objective (RTO), etc for the proposal

2.1 Please state the Warranty Period for all equipment and services supplied in the contract.

2.2 Please state in detail the maintenance services that are free of charge during the period of warranty stated in para 2.1 above.

3. Please state the annual maintenance charges including managed services and hardware for the subsequent three (3) years and five (5) years

1. Please provide detailed information / description including the following:

- a) Number and qualifications of software personnel directly responsible for servicing the system
- b) Details of local software support operations
- c) List current clients that will substantiate software support claims
- d) Response time of unscheduled software maintenance
- e) Policy for distribution of software new releases, enhancements and accompanying documents
- f) Availability of software personnel for occasional consultation

2.1 Please state the Warranty Period for all software and licenses supplied in the contract

2.2 Please state in detail the maintenance services that are free of charge during the period of warranty stated in para 2.1 above.

3. Please state the annual maintenance charges for software and licenses for the subsequent three (3) years and five (5) years.

1. Please provide detailed information / description of the training you intend to provide, including the following:

- a) Type
- b) Frequency and duration
- c) Venue
- d) Cost
- e) Training documents
- f) Number of attendance if free of charge

2. Please propose the detail of the courses/seminars that will familiarize the user with the equipment and services proposed.

CURRENT PROJECTS UNDERTAKEN BY TENDERER'S COMPANY						FORM I
<i>Govt Bodies/Stat Boards/Other Clients</i>	<i>Title</i>	<i>Description of Project</i>	<i>Contract Value</i>	<i>Start Date</i>	<i>End Date</i>	<i>Percentage now completed</i>

**PROFILE OF TENDERER'S PROJECT TEAM****FORM J**

(Please complete below and state clearly the qualifications and experience of the staff in your team who would be assigned to this project, if awarded.)

<i>Name</i>	<i>Designation</i>	<i>Yrs of experience</i>	<i>Qualification</i>	<i>Experience(Past &amp; current projects)</i>	<i>Awards</i>

<b>TENDERER COMPLIANCE LIST</b>	<b>FORM K</b>
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<b>STATEMENT OF COMPLIANCE</b>	
The Tenderer shall fill in the COMPLIANCE FORM with the following responses:	
“Compliance” or “C”	Able to fully comply with the requirements. The Tenderer shall not add comments against the clause that vary the meaning of full compliance to the clause. However, comments indicating references to literature to substantiate the response is permissible. Any other comments which will vary the meaning of full compliance will be ignored. For statements that do not call for the Tenderer to meet a specific requirement but merely informs the Tenderer of a fact, the Tenderer's response shall state “C”.
“Non-Compliance” or “NC”	Unable to comply with the requirements at all. Explanatory notes must be provided under the column "Remarks" for cases where the compliance is “NC”.
“Not Applicable” or “NA”	If the items are not relevant to the Tender Offer, use “NA” to indicate not applicable. However, if “NA” is used against clauses/paragraphs requiring responses other than “NA”, it will be assumed that the Tenderer has indicated “C”.

The Tenderer shall take note of the language used in the Tender documents.

Must, Shall, Will or Mandatory	The item mentioned is an absolute requirement.
Should, Where Possible or Recommended	The item mentioned should be followed. Exceptions must be documented and approved by the Government. Compensating controls must be in place.
May or Optional	The item mentioned is truly optional. It may be followed as a suggestion.

It is imperative that all information requested be supplied accurately and concisely. Failure to supply such information may render the proposal disqualified for further consideration. Late submission of such information after the close of the deadline for submission of proposal shall not be entertained.

TENDERER COMPLIANCE LIST		FORM K
S/N	Compliance (C/NC/NA)	Remark
<b>2.</b>	<b>Equipment Specification</b>	
2.1		
2.2		
<b>3.</b>	<b>System(s)</b>	
3.1		
3.2		
3.3		
3.4		
<b>4.</b>	<b>Comprehensive Maintenance</b>	
4.1		
4.2		
4.3		
4.4		
4.5		
4.6		
4.7		
4.8		
4.9		
4.10		
4.11		
4.12		
4.13		
4.14		
4.15		
4.16		
<b>5.</b>	<b>Training</b>	
5.1		
5.2		
5.3		
5.4		
5.5		
<b>6.</b>	<b>Schedule of Rate</b>	
6.1		
6.2		
<b>7.</b>	<b>Liquidated Damage</b>	
7.1		
7.2		
7.3		
<b>8.</b>	<b>Key Mandatory Requirement</b>	
8.1		

9.

**Assessment for Other Evaluation Criteria**

**Submitted by**

Name:

Company:

Designation:

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Signature and Company Stamp