



10 October 2024

To : The Tenderer

Dear Sir / Madam,

**INVITATION TO TENDER FOR TRANSPORT SERVICES FOR THE CEREBRAL PALSY ALLIANCE SINGAPORE (Our Ref: ITT/CTS/2024/0007)**

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1. Cerebral Palsy Alliance Singapore (“CPAS”) invites interested vendors to tender for the goods and/or services described in detail in the Requirement Specifications and on the terms set out in the Tender Documents as a whole.
2. This Invitation to Tender comprises of the following Tender Documents:
  - This Covering Letter
  - Section A Instructions to Tenderers
  - Section B Conditions of Contract
  - Section C Requirement Specifications
  - Section D Evaluation Criteria
  - Section E Prescribed Forms
3. Please refer to the Instructions to Tenderers and the Prescribed Forms for the mode(s) of submission for Tender and the forms to be used. Tenderers must submit their Tender no later than 24 October 2024 by 4 p.m.
4. Tenderers who wish to seek clarifications, please contact Mr Edrick Sum at 6585 5767 or via email at [edrick\\_sum@cpas.org.sg](mailto:edrick_sum@cpas.org.sg).
5. CPAS shall be under no obligation to accept the lowest or any Tender.

Thank you.

Yours faithfully,

**Edrick Sum**  
**Assistant Head of Department, Admin**

**Cerebral Palsy Alliance Singapore**

Cerebral Palsy Centre  
65 Pasir Ris Drive 1 Singapore 519529

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