



**QUOTATION FOR PREVENTIVE MAINTENANCE AND SERVICING OF VEHICLES
FOR PERIOD *01 SEPTEMBER 2015 TO 31 AUGUST 2017
REFERENCE NO: GS 011/14**

(*Estimated dates. Exact dates will be confirmed at the time of the quotation award)

A. INSTRUCTIONS

1. Singapore Airlines Ltd (SIA) is sourcing for a supplier to provide Preventive Maintenance And Servicing of Vehicles.
2. All suppliers (except those from EMU Member countries) are required to quote in Singapore Dollars and the local currency of their home country. **Suppliers from EMU Member countries must quote in Singapore Dollars and Euro only. Vendors in Singapore are required to quote in Singapore Dollars only.** SIA reserves the right to award the contract in any of the currencies quoted.
3. The supply of this service will be for a period of 24 months (2 years) with an option for SIA to further extend the contract on the same terms and conditions of the contract including the prices.
4. The specifications of the services required are listed in this Annex. Suppliers must be able to provide the services from 01 September 2015. If you are unable to commence the services from 01 September 2015, please indicate the earliest date of commencement.
5. Suppliers are required to complete the Quotation Bid Form (Annex C) accurately. No amendments are allowed on the Bid Form. Please complete and endorse with Company stamp and authorized signatures the Quotation Bid Form and the other documents in Annex D (Interested Person Transaction (IPT), Declaration Form and Vendor Profile Form) and Annex E (SIA Suppliers' Code of Conduct) marked "Quotation Reference No. GS 011/14" on the top left hand corner of the front of the envelope and submit them in sealed envelope to:

Vice President Commercial Supplies
Singapore Airlines Limited
Commercial Supplies Department
SIA Supplies Centre
60 Loyang Way
Singapore 508751

by 12 noon, 23 April 2015 (Singapore time). Please note that late submission will be rejected.

6. Successful supplier if required will have to perform electronic data interchange (EDI) transaction with us by signing up with our service provider (SESAMi). All costs will be borne by the supplier.
7. If you have any questions or need assistance, please liaise with the following persons during office hours:

Mr. John Tan En Ci at tel: +65 6541 4235 or email him at: JohnEnCi_Tan@singaporeair.com.sg
Ms. R. Parameswari at tel: +65 6541 4246 or email her at: Paramasi_Ramalingam@singaporeair.com.sg

SERVICE SPECIFICATIONS

1.	Service Description	<p>Supply of services for preventive maintenance and servicing of the following vehicles:</p> <table><tr><th>Vehicle Type</th><th>Quantity</th></tr><tr><td>Truck – Mitsubishi (3-ton) Model FE83BE6SRDEA</td><td>1 unit</td></tr><tr><td>Truck – Mitsubishi Fuso (6-ton) Model FK61FMJ1RDEA</td><td>3 units</td></tr></table>	Vehicle Type	Quantity	Truck – Mitsubishi (3-ton) Model FE83BE6SRDEA	1 unit	Truck – Mitsubishi Fuso (6-ton) Model FK61FMJ1RDEA	3 units
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2.	Service Requirements	<p>The successful Supplier is required to render the following services:</p> <p>(a) Repair or make good the vehicles according to SIA requirements.</p> <p>(b) The services are to be carried out on regular basis at four (4) months interval, on Saturday / Sunday. SIA will send the vehicle to the successful Supplier’s workshop on Friday and collect them back on Monday. However, in some urgent cases, the successful Supplier is required to come to SIA Supplies Centre, 60 Loyang Way, Singapore 508751.</p> <p>(c) The servicing package must include the following:</p> <p><u>Replacement Items</u></p> <ul style="list-style-type: none">• change engine oil• change oil filter• change fuel oil <p><u>Check and Top-up / Cleaning Items</u></p> <ul style="list-style-type: none">• clean air filter• greasing-undercarriage nippers and joint• check and top-up transmission (gear box) oil• check and top-up axle oil• check and top-up brake fluid• check and top-up clutch fluid• check and top-up radiator coolant• check and top-up windscreen water tank <p><u>Check Items</u></p> <ul style="list-style-type: none">• check and adjust air-con belt• check fan belt• check light and indicator• check brake pads, shoes and hand brake• check tyre condition• check exhaust emission level <p>All spares and consumables (other than battery and tyre) are to be provided by the successful supplier at no extra cost)</p> <p>(d) The successful Supplier will be informed at least two (2) days in advance of the servicing required.</p> <p>(e) Send the car for inspection at LTA once per year.</p>						