



CS IB TR 543 3668

16 November 2009

Dear Sirs,

**TENDER FOR SUPPLY OF DUTY-FREE RED AND WHITE AMERICAN WINE
FOR BUSINESS CLASS INFLIGHT POURING
TENDER REFERENCE NO: TR 543**

We are conducting a tender for the supply of Business Class American Wines. The period of supply is one (1) year.

2 It is our pleasure to invite you to submit your bids for the tender. The terms of the tender are in the attached schedules:

- (I) Annex A : General Terms and Conditions;
- (ii) Annex B : Instructions;
- (iii) Annex C : Item Specifications and Bid Form; and
- (iv) Annex D: Interested Person Transaction (IPT), Declaration and Vendor Profile Form.

3 Please complete the Bid Form in Annex C, sign, affix your company stamp and submit it together with the documents in Annex D also duly completed to:

The Secretary,
SIA Tenders Committee
Singapore Airlines Limited
No. 4 Airline Road
SIA Pass Office
Changi Airfreight Complex (CAC)
Singapore 819825

by **12 noon, 11 January 2010 (Singapore time)**. Please seal the envelope and mark "Reference No : TR 543 – Tender for the Supply of Business Class American Wines" on the top left hand corner of the front of the envelope.

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4 Singapore suppliers may either mail or hand-deliver Annex C and D to the address indicated in paragraph 3 above. **Faxed submissions are not allowed and late submissions will be rejected.**

5 Overseas suppliers may fax the completed bid form through Telefax No. 65 6543 1369 no later than the time of the closing of the event as stated above. **Late submissions will be rejected.**

6 Please note that all faxed submissions from overseas suppliers must be followed with the original Bid Form (Annexes C and D) as acceptance of the faxed submissions is conditional upon receipt of the original Bid Form within 10 days of the event closing date.

7 Singapore Airlines does not bind itself to accept the whole, the lowest or any bid, nor is it liable for any claim for whatever costs which may be incurred in the preparation of the tender.

8 We look forward to receiving your bid.

Yours faithfully,

Emmanuel Wee
for Vice President Commercial Supplies

This is a computer generated document. No signature is required.