



**INVITATION TO BID
(REQUEST FOR PROPOSAL - RFP)**

**PROVISION OF WAKEBOARDING AND WAKESURFING
BOAT OPERATIONS AT BEDOK RESERVOIR**

RFP REF NO : **SWWF2024001**

CLOSING DATE & TIME : 15th March 2024, 1800hrs, GMT 8+

23rd February 2024

To all Wakeboard and Wakesurf Operators

**INVITATION TO BID (REQUEST FOR PROPOSAL) FOR THE PROVISION OF
WAKEBOARDING AND WAKESURFING BOAT OPERATIONS AT BEDOK RESERVOIR**

1. Singapore Waterski & Wakeboard Federation ("SWWF") hereby requests for proposals for the provision of wake sports (wakeboard boat and wakesurf) operations at Bedok Reservoir.
2. This is an open invitation to all wake sports operators in Singapore. Interested parties may participate in this Invitation to Bid. However, proposals shall only be considered for evaluation if it satisfies the Requirement Specifications set out on Page 7 and 8.
3. Proposals must be submitted through electronic mail to swwf@swwf.org.sg with the subject title "Name of Operator & Company - Proposal for Wake Sports at Bedok Reservoir".
4. All enquires relating to this Invitation to Bid should be made in writing at least three (3) calendar days before the closing date, failing which SWWF may disregard any such requests.

Yours faithfully



Frankie NG
President
Singapore Waterski & Wakeboard Federation

INSTRUCTIONS TO PROPOSERS

1. DEFINITIONS

- 1.1. All terms referred to in this Invitation to Bid shall have these meanings ascribed to them unless the context otherwise requires.
- (a) **“SWWF”** shall mean the Singapore Waterski & Wakeboard Federation and shall include any board member authorised by SWWF to act on its behalf.
 - (b) **“Control”** means, with respect to a person (i) the right to exercise, directly or indirectly, at least 50 per cent of the voting rights attributable to the shares of the controlled person or (ii) the possession, directly or indirectly, of the power to direct or cause the direction of the management or policies of such person.
 - (c) **“Invitation to Bid”** means the invitation to participate in the bid for the provision of wakeboard boat and wakesurfing operations at Bedok Reservoir and comprises the Cover Letter, Instructions to Proposers and Requirement Specifications.
 - (d) **“Letter of Acceptance”** means the letter issued by SWWF accepting the Proposer’s Proposal.
 - (e) **“Requirement Specifications”** means the specifications set out in Page 7 and 8 of the Invitation to Bid and any amendments or additions to the aforesaid as may be mutually agreed in writing between the SWWF and the Proposer from time to time.
 - (f) **“Proposal”** means the offer submitted by the Proposer to provide wake sports operations for wakeboarding boat and wakesurfing operations at Bedok Reservoir in response to the Invitation to Bid.
 - (g) **“Proposer”** means a person or its permitted assigns offering to provide Services pursuant to the Invitation to Bid.

2. ELIGIBILITY

- 2.1. All wakeboard boat and wakesurf operators based in Singapore who meets and complies with the Requirement Specifications set out in Page 7 & 8 of this Invitation to Bid.

3. SUBMISSION OF TENDER OFFER

- 3.1. Proposers shall submit their Proposals through e-mail to swwf@swwf.org.sg by 15th March 2024, Friday, 1800hrs, GMT8+.
- 3.2. SWWF reserves the right to reject Proposals not submitted in accordance with the mode(s) of submission specified in these Instructions to Proposers.

4. COMPLIANCE WITH INSTRUCTIONS

- 4.1. Proposals shall be submitted according to the instructions contained and fully complying with this Invitation to Bid.
- 4.2. Subject to compliance with Clause 4.1, the Proposer may submit alternative offer(s) which include qualifications or variations to any provision of this Invitation to Bid or which do not fully comply with the Requirement Specifications.
- 4.3. Failure to comply with Clause 4.1 may render the Proposal (including all alternative offers) liable to be rejected.

5. VALIDITY PERIOD

- 5.1. This Invitation to Bid shall be closed on the Closing Date and Time. "Closing Date and Time" means the date and time specified in Clause 3.1. Proposals received after the Closing Date and Time shall be disqualified.
- 5.2. Proposals submitted shall remain valid for acceptance for the Validity Period. "Validity Period" means a period of **30** days from the Closing Date and Time, or such longer period as may separately be agreed in writing between the Proposer and SWWF.

6. WITHDRAWAL OF PROPOSAL

- 6.1. No Proposals may be withdrawn after the Closing Date and Time. Any Proposer who attempts to do so may, in addition to any remedy which SWWF may have against it, be liable to be debarred from future Invitations to Bid.

7. ACCEPTANCE OF PROPOSAL

- 7.1. SWWF shall be under no obligation to accept the highest-offer Proposal or any Proposals.
- 7.2. SWWF may accept the whole or any part(s) of the Proposal as it may decide, unless the Proposer expressly stipulates in its Proposal that certain parts of the Proposal are to be treated as indivisible.
- 7.3. The issuance by SWWF of a Letter of Acceptance accepting the Proposer's Proposal or part of the Proposal shall create a binding contract (to the extent accepted by the SWWF) between the SWWF and such Proposer.
- 7.4. Notwithstanding the issuance of the Letter of Acceptance, SWWF may at its discretion require the Proposer to sign a formal agreement and the Proposer shall do so without unnecessary delay.

8. DEMONSTRATION OF CLAIMED CAPABILITIES

- 8.1. At the request of SWWF, the Proposer shall, at its own expense, prepare and conduct locally, demonstrations or presentations to substantiate the Proposer's capabilities as described in its Proposal.
- 8.2. SWWF is entitled to require the Proposer to make available all necessary information and equipment to enable the Proposer to demonstrate the claims in its Proposal.

9. LANGUAGE

- 9.1. The Proposal and all supporting data and all documentation to be supplied by the Proposer shall be written in readily comprehensible English language.

10. CONFIDENTIALITY

- 10.1. Except with the consent in writing of SWWF, the Proposer shall not disclose to any person (other than employees, servants and agents on a "need- to-know" basis for the purposes of preparing or submitting a Proposal or subsequently clarifications) this Invitation to Bid or any of its provisions, or any specifications, plans, drawings, patterns, samples or information issued by SWWF.
- 10.2. SWWF may require an unsuccessful Proposer to return or destroy any specifications, plans, drawings, patterns, samples or information issued by the SWWF in connection with this Invitation to Bid.

11. OWNERSHIP OF PROPOSAL

- 11.1. All documents submitted by the Proposer in response to this Invitation to Bid shall become the property of SWWF. However, intellectual property in the information contained in the Proposal shall remain vested in the Proposer. This Clause is without prejudice to any provisions to the contrary in any subsequent contract between the Proposer and SWWF.

12. ALTERATION, ERASURES OR ILLEGIBILITY

- 12.1. Except for amendments to the entries made by the Proposer itself which are initialled by the Proposer, Proposals bearing any other alterations or erasures and Proposals in which offers are not legibly stated are liable to be rejected.

13. SWWF'S CLARIFICATIONS OF THE PROPOSER'S PROPOSAL

- 13.1. In the event that SWWF seeks clarification on any aspect of the Proposer's Proposal, the Proposer shall provide full and comprehensive responses within **two (2) days** of notification.

14. EXPENSE OF PROPOSER

- 14.1. In no case will any expense incurred by the Proposer in the preparation or submission of its Proposal or subsequent clarifications be borne by SWWF.

15. OWNERSHIP STATUS OF PROPOSER

- 15.1. The Proposer shall provide in its Proposal full information on:

- (a) the name and address of any person, company or corporation which Controls the Proposer; and
- (b) the craft (including craft license issued by Maritime & Port Authority of Singapore)
- (c) names and photos of PPCDL licenses of any persons who shall be involved in the operations at Bedok Reservoir

16. CORRIGENDA TO INVITATION TO BID

- 16.1. SWWF reserves the right to amend any terms in, or to issue supplementary terms to this Invitation to Bid at any time prior to the Closing Date and Time.

17. DISCLAIMER

- 17.1. This Invitation to Bid may not contain all information which Proposers may require. Proposers should therefore make their own inquiries and seek such clarifications they think necessary. SWWF shall not be liable to any Proposer for any information in this Invitation to Bid which is incomplete or inaccurate.

REQUIREMENT SPECIFICATIONS FOR PROVISION OF WAKEBOARDING AND WAKESURFING BOAT OPERATIONS AT BEDOK RESERVOIR

Proposal should include full details of the following and any other information that is relevant:

No	Items	Requirements
1	Operations	<ul style="list-style-type: none"> Operating Hours <i>Note: Waterski activities are conducted on the following days/timing and wake boats should not run simultaneously during these days/times:</i> <ul style="list-style-type: none"> - Tues & Thurs: 0700 to 1000 and 1700 to 1900 - Weekends and Public Holidays: 0700 to 1100 and 1700 to 1900 Area of Operations (See map in Annex A) Risk Assessment Insurance in accordance to PUB requirements
2	Coaching and Driving Experience	<ul style="list-style-type: none"> Minimum of 5 years boat driving experience (submission of PPCDL) Provide credentials and certification (submission of any supporting documents apart from PPCDL)
3	Boat Specifications	<ul style="list-style-type: none"> Model year: 2022 or newer Fuel Type: Petrol Size: 22 to 24 feet long Factory and functional Speed Control: Option to select Paddlewheel and/or GPS Factory-Installed Ballast: Additional and/or plug-and-play bags preferred Factory-installed Wakeshaping devices: E.g. SurfGate/Surfstar/NSS
4	Logistics	<ul style="list-style-type: none"> Mooring Facilities: To provide dedicated floating dock and gangway with secure gate Site Maintenance: To rectify damage(s) to existing slalom course Refuelling methodology (Note that no fuel storage will be permitted) Fire Safety Act applies: SCDF's transport circular (Refer to link in Annex A)
5	Events	<ul style="list-style-type: none"> To provide event management capabilities and equipment, if required, for 1 x National and 1 x International event annually (provide track record, if any)
6	Venue & Environmental Impact	<ul style="list-style-type: none"> Elaborate on how to minimise wake impact on solar panels and other stakeholders Compliance with PUB's rules & regulations (Refer to link in Annex A)
7	Business Model	<ul style="list-style-type: none"> Rental and/or revenue share Rates to public Rates for SWWF's members

No	Items	Requirements
8	Provision for SWWF/National Team	<ul style="list-style-type: none"> Provision of training facilities (E.g. Boat for National Team trainings for Multi-sport games, IWWF confederate events, World Games, etc)
9	Value Proposition	<ul style="list-style-type: none"> Provide a summary of the value proposition that you can offer to operate at Bedok Reservoir (E.g. Benefits to the sport)

Proposals that do not meet the above Requirement Specifications may be rejected and excluded from further evaluation.

ANNEX A

1. Map of Area of Operations



2. PUB's Code of Conduct for water-based activities in Marina Reservoir: https://info.pub.gov.sg/marinabarrage/Documents/Code_of_Conduct.pdf
3. SCDF'S Transport Circular: Requirements on road transportation of dangerous goods: <https://www.scdf.gov.sg/docs/default-source/scdf-library/p-fm/transport-circular-requirements-on-road-transportation-of-dangerous-goods.pdf>