

CODE OF CONDUCT FOR LTA'S PROCUREMENTS – SUPPLIERS' GUIDE

OVERVIEW OF LAND TRANSPORT PROCUREMENT

1. In managing our procurements, LTA adheres to the Singapore Government's Procurement Policy which is based on the principles of transparency, fairness and value for money. This is also consistent with international best practices and standards in the conduct of government procurement.

TRANSPARENCY, FAIRNESS AND VALUE FOR MONEY (VFM)

2. Suppliers are engaged through an open and transparent tendering system. LTA's procurements are published on LTA's website and the GeBIZ portal which also provides information on the schedule of bids and tender awards. Requirements, key evaluation criteria and procedures are clearly stated in the tender documents.

3. To maintain open and fair competition that would bring about better and more optimal procurement outcomes for LTA in delivering public transport initiatives, we are strongly against anti-competitive behaviours and restrictive business practices. This also enables us to extract value for money (VFM) in our procurement as prudent stewards of land transport resources.

Useful Note 1: No bid-rigging or collusion

Suppliers shall not dabble in bid-rigging or collusive behaviours or be involved in activities that contravene Singapore's Competition Act.

CODE OF CONDUCT

4. All LTA officers are governed by a code of conduct and disciplinary procedures which prohibit any conflict of interest between the officers' official duties and their private interests. For example, a public officer may not, directly or indirectly, make use of any official information or his official position to further anyone's private interest, including his own.

5. As public officers, LTA officers must not receive any donation, gift or any other benefit (monetary including loans or goods in kind), offered to them by the public and suppliers. If the circumstances are such that it would be impractical or inappropriate to refuse a benefit, the officer must immediately declare the benefit to his supervisor. These rules also apply to social invitations

or other forms of entertainment that will place the officer under any real or perceived obligation to those offering such benefits.

6. At any stage of the procurement process, any LTA officer who has potential conflict of interest is required to declare such conflict of interest and if necessary, recuse himself or herself from the procurement process, particularly if the officer is involved in the evaluation or award decision of the procurement.

Useful Note 2: No inducement to LTA officers

Suppliers shall not offer benefits including gifts, entertainment or loans to LTA officers which may be perceived as a form of undue inducement. Suppliers should not put LTA or its officers in a position where their integrity is put into question.

ANTI CORRUPTION

7. LTA is committed to upholding Singapore's reputation as a clean, honest and trustworthy country, supported by a Public Service which maintains the highest levels of integrity and incorruptibility.

8. Operating under Singapore's anti-corruption framework, LTA adopt a zero-tolerance policy towards bribery and corruption. All suspected cases of bribery or corruption will be referred to the Corrupt Practices Investigation Bureau (CPIB) for investigation. Staff convicted of bribery or corruption will be discharged from service in addition to facing punishment meted out by the courts. Suppliers and their staff involved in corruption cases will also be debarred from any new tenders or contracts with the entire Government and will be fined, jailed or both.

9. Suppliers are encouraged to have robust anti-fraud measures as part of their corporate governance structure. For example, suppliers should adopt anti-fraud practices and get certified under ISO 37001 Anti-Bribery Management Systems. This demonstrates the company's commitment towards anti-fraud practices and puts in place a system that helps it guard against procurement fraud or malpractices within their organisation. Suppliers should include such measures as part of their tender proposals to give better assurance to LTA on their commercial integrity.

10. In cases where suppliers or their principal officers are under investigation for corruption for either public or private contracts, LTA will take into consideration the potential impact on LTA or the Government's standing when evaluating or awarding tenders.

11. For awarded contracts, LTA can exercise its contractual rights (for example, under Clause 67.2.1 of the Transit Conditions of Contract) to terminate contracts with suppliers if the suppliers or their principal officers are convicted under the Corruption Act (Cap 241) in the course of carrying out LTA's contracts.

Read more on:

- [Singapore Government's policy on debarment of suppliers](#)
- [Singapore's legislation and stand on anti-collusion](#)

Useful Note 3: Anti-corruption

Suppliers will be debarred from tendering for Government tenders for a period to be decided by MOF's Standing Committee on Debarment (SCOD) if they are found guilty of corruption in public contracts.

To give better assurance on their commercial integrity, suppliers are encouraged to have robust anti-fraud measures as part of their corporate governance structure and to submit details on them to LTA as part of their tender proposals.

LTA may terminate existing contracts if the suppliers or their principal officers are convicted under the Corruption Act (Cap 241) in the course of carrying out LTA's contracts.

WHISTLE-BLOWING PROGRAMME AND COMPLAINTS

12. LTA has put in place a Whistle-Blowing Programme to strengthen its business and ethical conduct.

13. All officers and third parties working with LTA (such as suppliers, vendors, partners and/or customers) are encouraged to report any misconduct or suspected fraudulent activity, corruption or wrongful acts through the various channels below. All feedback is treated in confidence, with the identity of informers protected under the Prevention of Corruption Act (Cap. 241).

- [Whistle-Blowing @ LTA](#) (Land Transport Authority)
- [Procurement irregularities](#) (Ministry of Finance)
- [Suspected corruption](#) (Corrupt Practices Investigation Bureau)
- [Anti-competitive practices](#) (Competition and Consumer Commission of Singapore)

Useful Note 4: Whistle-Blowing

Anyone who is aware of or suspects any acts of misconduct, fraud or corruption are encouraged to report them to the various whistleblowing channels as stated in paragraph 13.