

PART 1 INSTRUCTIONS TO PROPOSERS

1. The Land Transport Authority of Singapore (hereinafter referred to as "the Authority") invites Proposals for RFI-TR137 – Provision, Operation and Maintenance of Public Bicycle Sharing System as advertised in the website at <http://www.gebiz.gov.sg> on **02 July 2014**.
2. Proposers are required to submit their Proposals to the: Land Transport Authority of Singapore (LTA)

Safety & Contracts Group
Tender Counter @ Tender Division
1 Hampshire Road
Block 2A, Level 1
Singapore 219428
3. Proposals submitted in connection with this Request for Information (RFI) will be treated as confidential and will not be returned.
4. The purpose of this RFI document is to provide Proposers with preliminary information for the Provision, Operation and Maintenance of Public Bicycle Sharing System. The information provided herein shall not form part of any subsequent contract.
5. Proposers may be required during the review process to make presentations of their Proposals to the Authority and/or make available the proposed venue and facilities for the Authority's visit and assessment. All costs and expenses incurred in the above shall be borne by the Proposers and no claim for costs or expenses shall be entertained by the Authority.
6. The Authority is under no obligation to accept the whole or any part of the Proposals.
7. All expenses incurred by the Proposers in the preparation and submission of this RFI, and in attending to any of the clarification & queries sessions, shall be borne entirely by the Proposers.

S-P1-2

8. Should Proposers have any queries of any nature whatsoever on any aspect of the RFI document, these shall be promptly directed in e-mail to **lta_contracts@lta.gov.sg** and no later than **20 August 2014**. Please note that the Internet facility is strictly for Questions and Answers only. Proposers wishing to use this facility shall provide their e-mail address and send a test e-mail to the above Internet address. Proposers must not use the e-mail facility until the test e-mail has been successfully received and acknowledged. The response to such queries shall be published in the GeBIZ as corrigendum for Proposers to download. It is the Proposers' responsibility to ensure that the updated information to be incorporated for their submission of Proposals is downloaded from GeBIZ.
9. Proposers must submit **one (1) original and three (3) copies** of their Proposals in accordance with the guidelines provided in Part 2, enclosed and sealed under plain cover clearly marked "**Request or Information RFI-TR137**" and handed to the Authority staff by **27 August 2014, 1200 hours, Singapore time¹** at the address shown in paragraph 2.
10. Interested Proposers may download the RFI document from the GeBIZ website. For information on registration and subscription, Proposers can log on to <http://www.gebiz.gov.sg>.

¹ Please note that the time for closing of RFI is based on Global Position System (GPS) time.