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| Project Title: | **Request for Proposal (RFP) to procure accommodation lease and arrival services for the Asian Nursing Scholarship (ANS) scholars** |
| RFP Reference No: | **MHHHMDRFP21388** |
| RFP Roll-Out Date: | **31st May 2021** |
| RFP Closing Date: | **2nd July 2021, 17:00 hrs (SG Time)** |

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| **Background of Project** |
| MOH Holdings Pte Ltd (MOHH) recruits overseas scholars under one of its scholarship programmes to complement our local manpower for public healthcare institutions. As such, MOHH is looking to contract hostel providers to provide accommodation lease and arrival services for its scholars. |
| **Objective of Project** |
| Work scope of the vendor(s) includes:  1) Provision of accommodation and arrival services for the scholars during the contract period and lease window as shown in the table below. The finalized move-in date and capacity required will be communicated via e-mail.   |  |  |  | | --- | --- | --- | | **Contract Period** | **Lease Period** | **Maximum Capacity Required** | | Base Requirement  2 Years | April 2022 to March 2023 | 825 | | April 2023 to \*November 2024 | 880 | | Optional Requirement  Option Years (+2) | April 2024 to March 2025 | 880 | | March 2025 to \*November 2026 | 880 | | Total (2+2) | | 3,465 |   \* The Participating Vendor is required to commit for the full year of lease for the Non-Malaysian scholars arriving in December. Hence, the Lease for the Malaysian and Non-Malaysian scholars will end in March and November respectively  2) Meet the following accommodation requirements.  - Furniture and fittings for each person in each bedroom  - Provide various facilities within the accommodation premises  - Other key requirements such as security and general house-keeping services of the premises.  3) Provide the following arrival services.  - Airport transfer for scholars  - Arrival briefing and orientation  In view of the current COVID-19 situation, all participating vendors are required to adhere to the Safe Management Measures (SMM) imposed by the Singapore Land Authority (SLA). MOHH will also assess the vendors on their ability to meet these requirements.  The Participating Vendor is required to submit adetailed presentation of the proposed hostel site, inclusive but not limited to the provided furniture, fittings, facilities, arrival services, and any other services. MOHH reserves the right to either appoint one Vendor to provide the accommodation and arrival services, or in parts to more than one Vendor for each of the services. |
| **Participating Procedures** |
| The Request for Proposal (RFP) process shall be as follows:   1. Interested Vendor shall first read the Confidentiality Undertakings Letter (“Letter”) and Annexure 1 attached in Annex A to this Notice. If the vendor is agreeable to be bound by the terms of this Letter and Annexure 1, interested vendor may proceed to request for the RFP documents by sending an email to   [procurement@mohh.com.sg](mailto:procurement@mohh.com.sg) to request for the electronic RFP documents. In the email, please state the following:   * company name; * company registration number; * business address and * the name, designation, contact number and email address of your company representative who will be the primary contact for all communications with MOHH pertaining to the RFP (“Representative”), with the Subject line as “Response to MHHHMDRFP21388 – RFP to procure accommodation lease and arrival services for Asian Nursing Scholarship (ANS) scholars.”  1. Instructions relating to your submission of Proposal will be stipulated in the RFP documentation. Only Proposals submitted in compliance with such instructions will be considered. 2. A vendor briefing will be held on **11th June 2021**. Invitation will be sent to your Representative via email. 3. The RFP closing date is on **2nd July 2021, 17:00 hrs (SG Time)**. |

**Annex A**

