

SINGAPORE CENTRE FOR CHINESE LANGUAGE LIMITED
565 Balestier Road, #05-05, Singapore 329927
Tel: 64675667

Invitation to Quote

Date of Invitation: 28 September 2026

Ref No. ITQ-FY27-06-000018

To:

Address:

Tel No:

- 1) Please let us have your quotation (***exclusive of GST***) for the services specified below in your company letterhead and returning it to us by 17:00 (Time) on 11 Oct 2026 (Closing Date).
- 2) Where applicable, please attach brochures/catalogue/samples when submitting your quotation.
- 3) The quotation shall remain valid for 30 days from the closing date as stated above. On expiry of the offer, the vendor shall, if SCCL so requires, extend the validity of offer for a further period of 60 days from the aforesaid date of expiry.
- 4) SCCL reserves the right not to accept the lowest or any proposal and shall not be bound to assign any reason for the rejection. SCCL also reserves the right to award full quotation or part thereof and shall not be bound to assign any reason for the award.

S/No	Description	Remarks (if any)	Total Amount S\$
1.	To provide <u>hi-tea buffet</u> for 4 sessions for a training course conducted by SCCL in November 2026. <u>Session (Event Date & Meal Time)</u> 19 Nov 2026, Thursday, 12.30pm-1.30pm 20 Nov 2026, Friday, 12.30pm-1.30pm 23 Nov 2026, Monday, 7.30am-8.30am 23 Nov 2026, Monday, 12.30pm-1.30pm <u>Table & Equipment</u> Set up date & time: 19 Nov 2026, 9.00am-11.00am Tear down date & time: 23 Nov 2026, 4.00pm-6.00pm <u>Venue</u> Deyi Secondary School 1, Ang Mo Kio Street 42, Singapore 569277 <u>Number of pax</u> 350 pax/per session <u>Requirements</u> - Caterer must be Halal Certified. - Provide 5 + 1 course Sandwich/ Pastry/ Dimsum/ Dessert/ Hot Coffee & Tea - Table set up 2 stations with cutlery, serviettes, cups, takeaway containers and garbage bags.	- Please state in quotation other charges (if any), e.g. any charge for no lift access, table set up, delivery fee. 30 days credit terms.	

2.	To provide <u>vegetarian hi-tea bento/packed meal</u> for 4 sessions for a training course conducted by SCCL in November 2026. <u>Session (Event Date & Meal Time)</u> 1. 19 Nov 2026, Thursday, 12.30pm-1.30pm 2. 20 Nov 2026, Friday, 12.30pm-1.30pm 3. 23 Nov 2026, Monday, 7.30am-8.30am 4. 23 Nov 2026, Monday, 12.30pm-1.30pm <u>Venue</u> Deyi Secondary School 1, Ang Mo Kio Street 42, Singapore 569277 <u>Number of pax</u> 20 pax/per session <u>Requirements</u> • Caterer must be Halal Certified.		
3.	To provide <u>lunch normal bento/packed meal</u> for 3 days for a training course conducted by SCCL in November 2026. <u>Day (Event Date & Meal Time)</u> 1. 19 Nov 2026, Thursday, 12.30pm-1.30pm 2. 20 Nov 2026, Friday, 12.30pm-1.30pm 3. 23 Nov 2026, Monday, 12.30pm-1.30pm <u>Venue</u> Deyi Secondary School 1, Ang Mo Kio Street 42, Singapore 569277 <u>Number of pax</u> 30 pax/ per day (actual figure to be confirmed later) <u>Requirements</u> • Caterer must be Halal Certified. • Provide at least 4 courses in one bento/packed meal.		

4.	To provide <u>lunch vegetarian bento/packed meal</u> for 3 days for a training course conducted by SCCL in November 2026. <u>Day (Event Date & Meal Time)</u> 1. 19 Nov 2026, Thursday, 12.30pm-1.30pm 2. 20 Nov 2026, Friday, 12.30pm-1.30pm 3. 23 Nov 2026, Monday, 12.30pm-1.30pm <u>Venue</u> Deyi Secondary School 1, Ang Mo Kio Street 42, Singapore 569277 <u>Number of pax</u> 10 pax/ per day (actual figure to be confirmed later) <u>Requirements</u> • Caterer must be Halal Certified. • Provide at least 4 courses in one bento/packed meal.		
Total amount (exclude GST)			

Quotation requested by

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