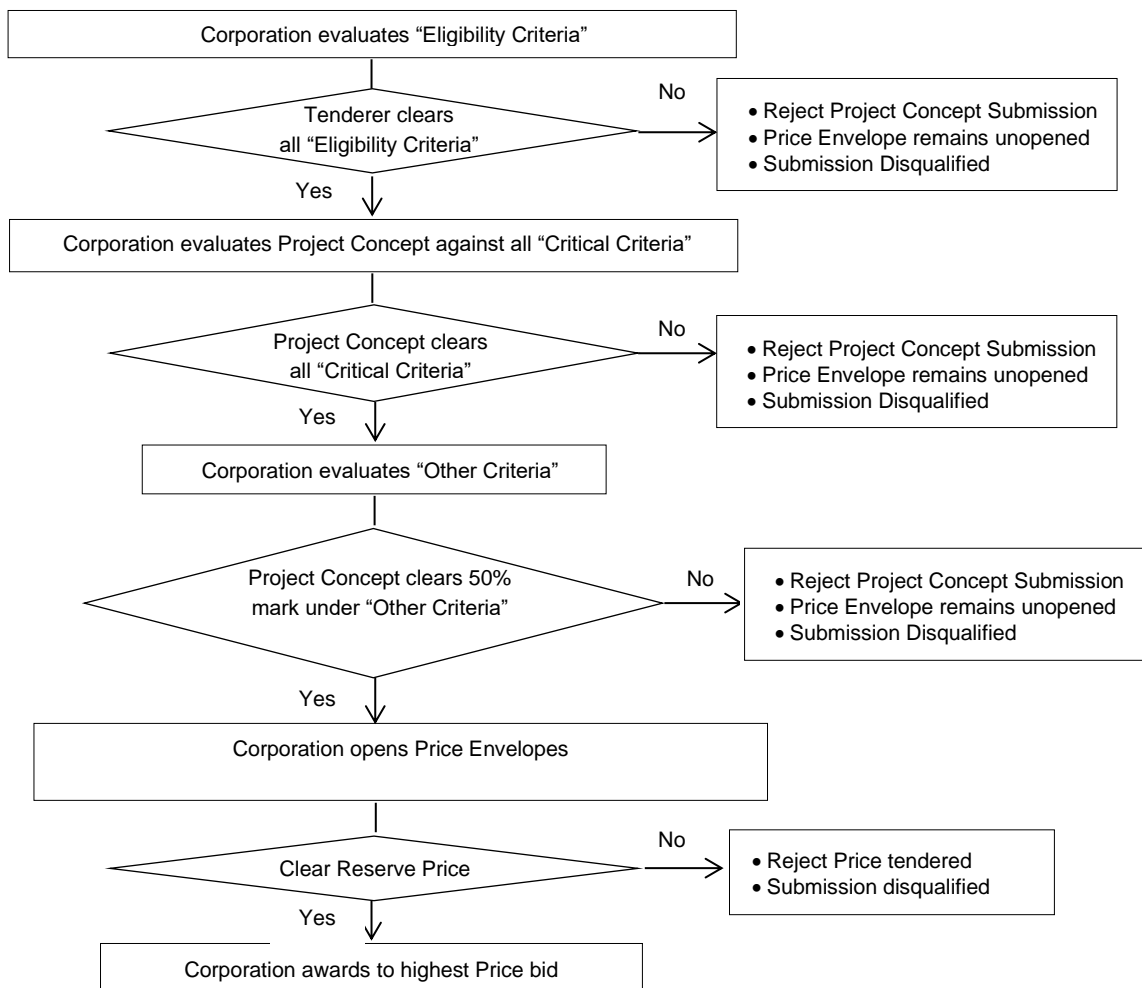


APPENDIX 5 TO CONDITIONS OF TENDER EVALUATION ADMINISTRATIVE GUIDELINES

1. Concept and Price Tender

- 1.1 For this Project, the Corporation will be assessing and evaluating the tenders based on a 2-stage approach.
- 1.2 The general workflow¹ of the evaluation by the Corporation of the tenders is as set out in **Figure 1 below**.

Figure 1: Evaluation Workflow



¹ The workflow is intended to be a mere guide for information. All rights of the Corporation under these Conditions of Tender are hereby reserved, including its right to proceed with the tender in any other manner as it deems appropriate and fit or to withdraw the tender totally without being required to provide any reasons whatsoever.

2. First Stage Evaluation – Concept Tender

- 2.1 The Corporation will first evaluate a tenderer's concept proposals tendered for the Project against the Evaluation Criteria set out in **Appendix 6** (Evaluation Criteria).
- 2.2 Without prejudice to all rights of the Corporation including the right to select and decide on the award of tender in its sole and absolute discretion, only concept proposals that are assessed and selected by the Corporation in its absolute discretion to have:
- 2.2.1 met and satisfied all the "Eligibility Criteria" as defined and set out in **Appendix 6** (Evaluation Criteria);
 - 2.2.2 met and satisfied all the "Critical Criteria" as defined and set out in **Appendix 6** (Evaluation Criteria); and
 - 2.2.3 achieved at least 50% mark under the "Other Criteria" as defined and set out in **Appendix 6** (Evaluation Criteria)
- will be shortlisted for the second stage of the tender evaluation (Price Tender).
- 2.3 Any tender proposal by a tenderer who does not meet or satisfy any of the Eligibility Criteria or any of the Critical Criteria shall be precluded from further evaluation by the Corporation.
- 2.4 The Concept Evaluation Committee will assess the "Other Criteria", as more particularly defined and set out in **Appendix 6** (Evaluation Criteria).
- 2.5 A passing mark of at least 50% (as assessed by the Corporation) must be obtained (see summary and illustration in **Figure 2 below**).

Figure 2: Evaluation of Other Criteria

Project Concept to clear 50% mark under "Other Criteria"



Project Concept

i) Business Concept	(44 points)
ii) Financial Sustainability	(20 points)
iii) Branding and Marketing	(16 points)
iv) Sustainable Initiatives	(8 points)
v) Track Record and Accreditations	(12 points)

To clear min. 50 points out of 100 points

- 2.6** Any tender proposal which as assessed by the Corporation to not have achieved at least 50 % shall be precluded from further evaluation by the Corporation.

3. Second Stage Evaluation – Price Tender

- 3.1** At the second stage, only the price envelopes of the building concept proposals that pass the first stage will be opened by the Corporation for consideration.
- 3.2** The Project will then be awarded by the Corporation to the tenderer which has been shortlisted after the first stage with the highest bid. However, the Corporation reserves the right not to award the Project if the highest bid does not satisfy its minimum price requirements.
- 3.3** In the event there are two or more tenderers who submit the same highest bid, the Corporation shall on or before expiry of the Tender Validity Period carry out a random ballot of the highest tenders to select one of them for acceptance.

4. Random Balloting Process

- 4.1** The tenderers of these highest tenders shall be invited to witness the random ballot on such date and time as specified by the Corporation. Should either or any of the tenderers of these highest tenders does not wish or is not able to attend to witness the ballot, the Corporation shall carry out the ballot in the presence of two (2) other parties as the Corporation may select at and who are not involved in any stage of the process of the Tender.