

20 July 2026

Dear Sir / Madam,

INVITATION TO QUOTE FOR PROVISION OF OUTGOING FREIGHT SERVICES FOR THE EXHIBITION, *NAFASAN BUMI ~ AN ENDLESS HARVEST*

1. Singapore Art Museum (SAM) presented the exhibition, *Nafasan Bumi ~ An Endless Harvest*, from 16 January to 31 May 2026 at SAM at Tanjong Pagar Distripark. We would like to invite vendors to quote for outgoing freight services of crated artworks which were shipped into Singapore in December 2025, and are to be returned to their respective destinations.
2. The period for the provision of service for outgoing freight of the artworks from Singapore to their respective cities by end July/early August 2026.
3. The quotation shall be provided based on the following **Requirement Specifications**:
 - Please provide quotation and lead time in Annex A - Schedule of Rates.
 - For crate details, please refer to Annex B for Artwork Shipping List.
 - For outbound from Singapore, door-to-door delivery of all overseas crates will be via air freight from SAM at Tanjong Pagar Distripark to their respective destinations.
 - Note that the crated artworks were delivered to Singapore in December 2025, and SAM reserves the right to appoint a different vendor for outgoing freight services from the vendor who was appointed for incoming freight services. Where necessary, handover of permits between incoming & outgoing shipping vendor needs to be managed professionally.
 - The period for the provision of service for outgoing freight of the artworks from Singapore to their respective cities by end July/early August 2026.
 - Overseas logistics agents engaged by the appointed vendor are to be of art-related logistics agents.
 - Where necessary, packing and crating of artworks must be done by experienced art handlers.
 - Overseas art-handler agents must take photos of artwork packing before crating, delivery and/or return of the artworks. The visual documentation taken, along with proof of delivery/return, must be readily available for sharing with SAM.
 - No stacking of crates/boxes are allowed in any forms of transport (e.g., aircraft).
 - Air-ride trucks must be used for all land transportation. If air-ride trucks are not available in the country, the replacement truck must be fully enclosed with air-condition.
 - All relevant charges (customs documentation, export permits, freight and port charges, handling fees, bonds, etc.) must be included.
 - All relevant permits and documents for customs clearance in and out of Singapore and overseas locations (temporary import/export permits) must be applied for.
 - All equipment necessary for the above (forklifts, pallet jacks, electric screwdrivers, etc.) must be included.
 - Should any packing be necessary, all packing materials necessary for the packing of the artworks from overseas lenders must be included.
 - Risk Assessments and/or Method Statements are to be submitted 7 working days prior to the work.
 - All works in Singapore must comply with Singapore's Workplace Safety and Health Act.

4. Quotations shall be evaluated based on the following criteria:

- i) No debarment status*
- ii) Conformity to the Requirement Specifications*
- iii) Ability to meet the stated timeline for completion of project /delivery of goods*
- iv) Submission of Annex A - Schedule of Rates*
- v) Competitive pricing
- vi) Lead time
- vii) Track Record & Industry Reputation for the last 3 years

*This is a Critical Criteria. Quotations that do not meet these criteria are liable to be disqualified.

5. The scope of services may be awarded in whole or in part to more than 1 vendor. This allows for greater flexibility on SAM's part to select prospective vendors based on their expertise for different parts of the project, and to achieve better value for money based on the quotations received for the scope of services.

6. Vendors are to submit their quotation and other relevant/required supporting documentation to procurement@singaporeartmuseum.sg by **4pm, Tuesday, 28 July 2026**.

7. For further clarifications, you may call or email the following:

Anisah Aidid
Assistant Director, Production
+65 6697 9737
anisah.aidid@singaporeartmuseum.sg

8. SAM retains the right to reduce the quantity of or remove items from the list provided in this quotation. SAM does not bind itself to accept any quotations, the lowest quotation, or the whole of any quotations.

Thank you.

Yours faithfully,



Suhirman Sulaiman
Deputy Director, Production