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## **Invitation for Direct Marketing Exercise**

Changi Airport Group (Singapore) Pte. Ltd. would like to invite interested companies to participate in a Direct Marketing Exercise for the installation and operation of Electric Vehicle (EV) charging stations in Changi Airport Terminal 4 (carparks 4A and 4B) and T1/T3 Taxi Holding Area (THA) building.

### **Details of Direct Marketing Exercise**

**Title:** Direct Marketing Exercise for installation and operation of Electric Vehicle charging station in Changi Airport Terminal 4 and T1/T3 THA building

**Location:** At least three (3) EV charging stations at Car Park 4A, Level 2 and Carpark 4B Level 1 each & at least three (3) EV charging stations at Terminal 1 & 3 THA

**EV Charger:** For Carpark 4A: Chargers of at least 22kW rating. Max supply available at load center is 100A, 3 phase.

For Carpark 4B and T1/T3 THA: Chargers of at least 22kW and minimally 2 DC chargers of at least 50kW in each location. Max supply available at load centre is 200A, 3 phase.

**License Period:** Three (3) years, from the date of commencement of operations after installation of Electric Vehicle chargers.

**Renewal Option:** Two additional terms of Three (3) years each

**Opening Date:** 4 July 2022

**Closing Date:** 20 July 2022

**Contact Person:**

<b>Name</b>	<b>Designation</b>	<b>Contact No.</b>	<b>E-mail</b>
Alexius Ho	Manager, Arrival Experience	6603 4391	<a href="mailto:alexius.ho@changiairport.com">alexius.ho@changiairport.com</a>
Nur Atikah Khirman	Senior Associate, Arrival Experience	6541 1971	atikah.khirman@changiairport.com

**DIRECT MARKETING EXERCISE FOR ELECTRIC VEHICLE CHARGING STATIONS**

**(I) Important Points to Note for Direct Marketing Exercise**

**A. Validity and evaluation of submission**

Each Proposal submission by a prospect shall include all the attachments stipulated in the Checklist for Submission (collectively referred to as the “Proposal”). Proposals shall remain valid for acceptance up to six (6) months from submission, except that such period may be extended as mutually agreed in writing by the prospect and CAG(S).

CAG(S) shall be under no obligation to accept any Proposal, and shall not be obliged to enter into any correspondence with any prospect regarding the reasons for non-acceptance of a Proposal.

**B. Compliance**

Proposals will be accepted only if submitted in full compliance with all the terms and conditions in this document and the Checklist for Submission.

- (1) The prospect may be liable for the following for any failures to comply, including but not limited to the examples below, and determined at CAG(S)' absolute discretion: -

	Prospects may be liable for		
	Disqualification of Submission	Debarment from future CAG(S) Direct Marketing exercises	Forfeiture of Deposit
<b>Failure to pay the Deposit</b> Including dishonoured cheques and stoppage of cheque payments.	✓	N.A.	N.A.
<b>Failure to comply with all instructions in this document, including: -</b> <ul style="list-style-type: none"> <li>• Proposal submitted to wrong address</li> <li>• Failure to include required price and quality Proposals</li> <li>• Failure to include design and concept renders</li> <li>• Failure to include all items as specified in the Submission Checklist</li> <li>• Variation of the terms as provided in the Key Tenancy Terms document</li> <li>• Failure to attend the compulsory Direct Marketing Exercise briefing</li> <li>• Submission of Proposal after deadline</li> </ul>	✓	N.A.	N.A.
<b>Withdrawal after Submission</b>	✓	✓ Minimum one (1)	✓

**Direct Marketing Exercise for Electric Vehicle Charging Stations**

		year	
<p><b>Provision of false information to gain an advantage in the Direct Marketing Exercise</b></p> <p>Including submission of Proposal without explicitly mentioning that the prospect is currently debarred from participating in CAG(S) Direct Marketing exercises.</p>	✓	<p>✓ Two (2) years</p>	N.A.

- (2) Without prejudice to the above, if a Proposal is submitted without explicitly mentioning that the prospect is currently debarred, CAG(S) will be entitled to rescind any contracts entered into pursuant to this Direct Marketing Exercise, without CAG(S) being liable therefore in damages or compensation.

**C. Ownership of Direct Marketing Document and Confidentiality**

To note that: -

- (1) All documents submitted shall become the property of CAG(S), where the documents may thereafter be treated in such manner as CAG(S) may deem fit;
- (2) CAG(S) may require an unsuccessful prospect to return all documents, including but not limited to any specifications, plans, drawings, patterns, samples or instructions issued by CAG(S); and
- (3) Except with the written consent of CAG(S), the prospect shall not disclose or publish to any other party, any documents and information of this Direct Marketing Exercise, or any specifications, plans, drawings, materials or information furnished by or on behalf of CAG(S) or the prospect in relation thereto, or the details of any discussion or correspondence between CAG(S) and the prospect in relation to the Direct Marketing Exercise.

**D. Applicable Law**

All Proposals submitted pursuant to the Direct Marketing Exercise and the formation of any resulting contracts shall be governed by, construed and given effect to in all respects in accordance with Singapore law.

(II) Key Tenancy Terms

	<u>Item</u>	<u>Description</u>
1	<b>Tenancy Term / Renewal Option</b>	Three (3) years, with option for three (3) years renewal for 2 subsequent terms.
2	<b>Floor Area / Location</b>	3 car park spaces at Car Park 4A Level 2, Terminal 4, 3 car park spaces at Car Park 4B level 1 Terminal 4 and 3 spaces at T1/T3 Taxi Holding Area respectively, as indicated in the layout plans particularly delineated in red at Annex.
3	<b>Operating Hours</b>	All days of the week (including weekends and public holidays) on a twenty-four (24) hour basis daily.
4	<b>Monthly Rentals/ Adjustment Factor</b>	<p>Monthly Rent comprises: -</p> <p>(1) <b>Monthly Basic Rental (GST exclusive)</b> - Singapore Dollars One Thousand Two Hundred and Eighty-four (S\$1,284), at the rate of Singapore Dollars One Hundred and Seven (S\$107) per car park space per month; and</p> <p>(2) <b>Monthly Additional Rental</b>, to be proposed by the prospect, amounting to the higher of:</p> <p>(a) a percentage of total monthly gross sales; OR</p> <p>(b) the Minimum Monthly Guarantee (“MMG”)</p>
5	<b>Additional requirements</b>	<p>Proposals for EV Chargers in T1/T3 THA should</p> <p>i) Include plans to attract all taxi drivers driving electric vehicles to utilise the chargers especially during peak periods (for example and not limited to offering discounted charging rates for any EV taxi driver regardless of company)</p> <p>ii) Ensure EV chargers are able to be utilised by any EV taxis with the respective charger equipment</p> <p>Proposals for EV chargers in T4 carparks 4A, 4B and T1/T3 THA should</p> <p>iii) Include Energy Management System meters as part of the setup</p> <p>iv) Include any other value-adding plans or initiatives to benefit EV charger users or Changi Airport</p>
5	<b>Other Charges</b>	<p>Other monthly charges payable are: -</p> <p>(1) <b>Utilities Charges</b> - as metered, comprising the charges for electricity used for the electric vehicle charging stations</p>

**Direct Marketing Exercise for Electric Vehicle Charging Stations**

6	<b>Security Deposit</b>	<p>To lodge with CAG(S) and maintain a <b>Security Deposit</b> as security against breach by the awarded prospect of any terms, conditions and covenants, to be valid for the whole duration of the Tenancy and a further period of six (6) months thereafter and shall be calculated based on the following:</p> <p align="center"><i>3 × (Monthly Basic Rental + Additional Rental), inclusive of GST</i></p>
7	<b>Issuance of Letter of Acceptance</b>	<p>To note that the issuance by CAG(S) of a Letter of Acceptance accepting the Direct Marketing Proposal or part of the Direct Marketing Proposal shall create a binding contract between the awarded prospect and CAG(S) that incorporates the Key Tenancy Terms in (II) and the terms set out in the specimen copy of the Tenancy Agreement, unless otherwise agreed by CAG(S) and the awarded prospect. The Letter of Acceptance and Tenancy Agreement attached therein shall form the binding contract between the awarded prospect and CAG(S).</p>
8	<b>Award in Parts</b>	<p>CAG(S) reserves the rights to award the contract in parts, i.e to award only 3 charging stations in either Car Park 4A <u>or</u> Car Park 4B <u>or</u> T1/T3 Taxi Holding Area .</p>
9	<b>Submission of Proposal</b>	<p>All Proposals are to be submitted in both hard copy <u>and</u> soft copy to Mr Alexius Ho/Ms Nur Atikah Khirman at Terminal 2, Level 3, CAG Airport Operations Office, by. Late submissions would strictly not be entertained.</p>
10	<b>Clarification</b>	<p>All prospects are to contact the following officers for any clarification:</p> <p>Mr Alexius Ho – alexius.ho@changiairport.com</p> <p>Ms Nur Atikah – atikah.khirman@changiairport.com</p>

**DISCLAIMER:**

The information herein contained does not constitute a recommendation to any potential prospect to bid in the Direct Marketing Exercise. CAG(S) shall not accept any liability or responsibility for the accuracy or completeness of, nor make any representation or warranty, either explicitly or implicitly, with respect to, the information contained in this document or on which this document is based or any other information or representations or clarifications supplied or made in connection with this document. No representation or warranty is made, either explicitly or implicitly, that such information remains unchanged in any respect as of the date or dates after those stated herein. CAG(S) accepts no responsibility for advising any prospect (or any other person) of any changes or additions to the information contained in this document or any other information in relation to the Concession of which it becomes aware. This document is not intended to form the sole basis of any decision to bid in the Direct Marketing Exercise and each prospect shall make its own independent assessment of its Proposal and reach its own independent decision whether to participate after making such consideration and investigations as it deems necessary. No person has been authorized to give any information or make any representation with respect to CAG(S) or the Direct Marketing Exercise that is not contained in this document and, if given or made, any such information or presentation may not be relied upon as having been authorised by CAG(S).

**Annex I Location of Car Park Spaces in Car Park 4A Level 2**



Car park spaces 151, 152 and 153

**Annex I Location of Car Park Spaces in Car Park 4B Level 1**



Car park spaces 146, 147 and 148



Annex I Location of Car Park Spaces in T1/T3 Taxi Holding Area



3 parking spaces in T1/T3 THA Level 2