

## **Invitation to Tender**

Supply of Official Clothing for National Teams of Touch Singapore

Period: From Date of Award to End of 2028 Touch World Cup (New Zealand)

### **1. Introduction and Background**

Touch Singapore (TSG) invites suitably qualified and experienced suppliers to submit a tender for the exclusive supply of official clothing and merchandise for the National Representative Teams. This agreement will run from the date of award until the conclusion of the 2028 Touch World Cup in New Zealand.

The successful tenderer will be granted exclusive rights to provide all official team clothing and merchandise for all National Teams under Touch Singapore during this period.

### **2. Scope of Work**

The supplier will be required to:

- Design, produce, and supply a full range of official apparel and merchandise for Touch Singapore's National Teams.
- Deliver the first confirmed orders by 5th September 2025.
- Accommodate multiple orders annually, including top-ups and extras as needed.
- Offer free of charge designing with unlimited revisions
- Offer various sizing options and gender-specific cuts where applicable.
- Ensure all apparel reflects Touch Singapore's branding, logos, and design guidelines.

### **3. Product List and Pricing**

Tenders must include a unit cost (in SGD) for each of the following items:

1. Track jacket/windbreaker
2. Hoodie
3. Trackpants
4. Ladies Polo
5. Men's Polo
6. Ladies Casual Shorts
7. Men's/Unisex Casual Shorts
8. Men's/Unisex Playing Singlet
9. Men's/Unisex Playing Shirt
10. Ladies Playing Singlet
11. Ladies Tights
12. Ladies Playing Shorts
13. Men's/Unisex Playing Shorts

Each unit price should be inclusive of printing (logos, names/numbers), taxes, and delivery to Singapore.

#### **4. Evaluation Criteria**

Tenders will be evaluated based on the following criteria:

- Pricing of each apparel item
- Turnaround Time for production and delivery
- Minimum Order Quantity (MOQ) requirements
- Flexibility in accepting and fulfilling small or top-up orders
- Credit Terms and payment schedule
- Quality and durability of materials and print
- Past experience with sports teams or associations (preferred, but not mandatory)

Please include samples or photos of past similar work, if available.

#### **5. Key Dates**


- Tender Closing Date: 15th July 2025, 11:59 PM (Singapore Time)
- Evaluation Period: 16th–20th July 2025
- Award Notification: By 25th July 2025
- First Order Delivery Deadline: 5th September 2025

#### **6. Submission Format**

Tenders must be submitted via email in PDF format and include:

- Company profile and relevant experience
- Price breakdown for all requested items
- Proposed production timelines
- Terms and conditions (including credit terms)
- Contact details
- Any additional value-added services (e.g. design support, inventory holding, online store)


Submissions should be sent to:

 [president@touchsingapore.net](mailto:president@touchsingapore.net)

Subject: Tender Submission – National Team Clothing Supplier 2025–2028

#### **7. Clarifications**

Any questions or requests for clarification must be submitted via email by 5th July 2025 to:

 [president@touchsingapore.net](mailto:president@touchsingapore.net)

Responses to all queries will be consolidated and shared with all interested parties by 8th July 2025.

## **8. Terms and Conditions**

- TSG reserves the right to accept or reject any tender without assigning any reason.
- TSG is not bound to award the contract to the lowest-priced bidder.
- The selected tenderer will enter into a formal agreement with TSG outlining deliverables, pricing, timelines, exclusivity, and other conditions.
- Intellectual property rights for all designs created during this engagement shall remain with Touch Singapore.

## **9. Confidentiality**

All information provided in this document and during the tendering process must be treated as confidential. No part of this document may be reproduced or distributed without written consent from Touch Singapore.