

# Notice of Proposal Competition

13<sup>th</sup> September 2021

Japan National Tourism Organization (JNTO)  
Singapore Office Executive Director Hatsume Nagai

We hereby announce the following proposal competition.

## 1. Overview of Project

- (1) Name of Project: Project for MICE Consulting for Fiscal Year 2021
- (2) Details of Project: By providing support for MICE sales activities and advice on MICE business while gathering local information on the latest developments of MICE to formulate business plans that can be applied after the Covid-19 pandemic is contained, this project will work toward enhancing the capability of attracting MICE events by expanding the network with MICE buyers in Singapore and strengthening the relationship with them.
- (3) Performance Period: From the agreement date to 31st March 2022

## 2. Requirements & eligibility to participate in the proposal competition

- (1) A person or an entity who is not subject to competition participation restrictions prescribed in Article 26 of the Bylaws of the Administrative Implementation of Contracts of JNTO.
  - Bylaws of the Administrative Implementation of Contracts of JNTO
  - Article 26: Restrictions on Competition Participants
  - 1. Persons who are determined to fall under any of the following may not participate in the competition:
    - (1) A person who does not have the capacity to execute agreements;
    - (2) A person who has been the subject of a decision to commence bankruptcy proceedings and whose rights have not been restored; or
    - (3) A person listed in the items of Article 32, Paragraph 1 of the Act for the Prevention of Wrongful Acts by Members of Organized Crime Groups (Act No.77 of 1991)
    - (4) a person whose status as a designated contractor has been suspended by the national or any local government (“Government”).
  - 2. A person found to fall under any of the following may not participate in competition within three years after the occurrence of the relevant fact. The same will apply to a person who intends to use any of the following persons as an agent, manager or other employee.
    - (1) A person who in the performance of an agreement intentionally engaged in shoddy construction, manufacturing or other services, or who engaged in dishonest conduct in regards to quality or quantity of goods;
    - (2) A person who impeded fair competition, or a person who entered into an alliance for the purpose of wrongful gains;
    - (3) A person who obstructed a successful bidder from executing an agreement or a contractual party from performing an agreement;
    - (4) A person who obstructed personnel engaged in the performance of supervision or audit work;
    - (5) A person who without a valid reason failed to perform an agreement;
    - (6) A person who, in a case where pursuant to an agreement the amount of consideration is to be fixed after the agreement, willfully demanded an exorbitant amount of consideration based on false facts; or
    - (7) A person who, in the performance of an agreement, used an agent, manager or other employee who fell under any of the foregoing categories within the past two years.
  - 3. A person who uses any person who falls under any of the preceding items as bidding agent may be disqualified from participating in the competition.
- (2) A person who has not been subject to any penalty under law in the past three years.
- (3) A person who is registered as a corporation (in the case of an individual business operator, registered as a resident) and is not delinquent in the payment of corporate taxes or other taxes.

## 3. Procedures

- (1) Department in charge  
JNTO Singapore Office, Person-in-Charge: (Mr.) Tetsuhiro Nakano  
Address: 16 Raffles Quay, #15-09 Hong Leong Building, Singapore 048581  
TEL: +65 6223-8205 (Ext. 110), FAX: +65 6223-6035, E-mail: singapore2@jnto.go.jp

- (2) Duration and method of delivery of the Request for Proposals  
From 13th September 2021 until 22nd September 2021 (will reach the requestor by 1pm (Singapore Time))  
The Request for Proposals will be sent and delivered via email.  
If you would like to have the Request for Proposals, please contact the person mentioned in (1) above.
- (3) Deadline, place and method of submission of proposal  
Submit to person mentioned in (1) above by 24th September 2021 (must be received by 1pm (Singapore Time)). Submission by hand or by post (proposal must be delivered and submitted by the submission deadline even by post. Successful submission can also be verified by delivery record).  
  
\* As the Office follows the current default work-from-home mode, staff will only enter the office at times when necessary. Hence, kindly contact the Person-in-Charge in (1) above prior to your submission by hand.
- (4) Time, date and place of explanatory meeting  
An explanatory meeting will not be held.
- (5) Time, date and place of meeting regarding proposal  
NA.

#### 4. Others

- (1) The language to be used in the procedures relevant to this project shall be the Japanese or English language, and the currency will be Singapore Dollar.
- (2) Enquiries on related information should be directed to the persons mentioned in 3.(1) above.
- (3) Expenses for preparation and submission of the proposal will be borne by the person or entity proposing the proposal.
- (4) There will be no secondary use of a submitted proposal without the permission of the person or the entity who submitted the relevant proposal.
- (5) If a proposal contains any matters that are untrue, such proposal will be invalidated, and the applicant who made and provided such falsehoods may be suspended from participating in public bids.
- (6) If a request for the disclosure of the basis of the judging, evaluating criteria of the winning proposal has been made, the requested information can be found at “Disclosure”.
- (7) A person or an entity whose proposal has been selected is the person or the entity to be identified as the most suitable candidate as a result of the proposal competition, but until contractual procedures are completed pursuant to JNTO’s accounting and other relevant rules, no contractual relationship will arise between such person or entity and JNTO.
- (8) To verify if a person or an entity who submitted a proposal satisfies the requirements for participating in the proposal competition of section 2 above (i.e., 2.), a credit check may be performed. There may be cases where, even after selection, in light of the results of such credit check, an agreement will not be executed.
- (9) Any person or any entity receiving an order will be responsible for payment of any Goods and Services Tax [GST] to the tax authorities.
- (10) The result of the proposal competition consisting of the following information shall be published: the name and address of the entity whose proposal is selected, the name of an individual who represents such entity, and the date of selection of such entity’s winning proposal.
- (11) Other details will be as set forth in the Request for Proposals.

End