

Ref: SAM/ITQ/2026/0013

COVER LETTER

Date: 23 July 2026

Dear Sir / Mdm

INVITATION TO QUOTE FOR WEALTH INTELLIGENCE PLATFORM FOR DUE DILIGENCE

1. Singapore Art Museum would like to invite Vendors to submit proposals for use of a wealth intelligence platform for due diligence checks on prospective and existing donors and sponsors for a period of one (1) year with an option to renew for another one (1) year from date of contract signing.
2. The Vendor proposal shall be provided based on the following specifications listed in the requirement specifications.
 - a. This Cover Letter
 - b. Section A: Requirement Specifications
 - c. Section B: Conditions of Contract
3. Vendor Proposals shall be evaluated based on the following criteria:
 - a. Conformity to the requirements of the quotation submission instructions*
 - b. No debarment status from Singapore Art Museum *
 - c. Completeness of documents / information submitted*
 - d. Proposed quotation price
 - e. Industry reputation and track record
 - f. Service Level Capability

***Proposals and quotations that do not meet the above criteria are liable to be disqualified.**

4. Documents to be submitted by Vendors are:
 - i) Itemised quotation that includes
 - Subscription fees and licence costs
 - Number of user licences/ access that is included in the quoted price
 - Cost of additional user licences/access, where applicable
 - Any recurring charges, optional modules or other applicable costs.
 - Maximum number of reports generated, where applicable
 - ii) Relevant track record and industry reputation documents
 - iii) Sample profiles of the following:
 - a. One (1) international high net worth individual
 - b. One (1) local high net worth individual
 - c. One (1) private corporation based in Singapore

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- d. One (1) of a private corporation based internationally
 - iv) Video summary, screen shots or user guide of the platform features and navigation.
- 5. Vendors Proposals shall be submitted electronically via email:
procurement@singaporeartmuseum.sg, **not later than 31 Jul 2026, 4pm (SGT/GMT+8)**.
- 6. Vendors who wish to seek clarifications on the ITQ shall submit their written request at least three (3) working days prior to the close of the ITQ to the contact person below.
Tiffany Wan
Senior Manager, Partnerships & Patronage
partnership@singaporeartmuseum.sg
- 7. Singapore Art Museum does not bind itself to accept the lowest or the whole of any Vendor Offers. This Invitation to Quote will be governed by the attached, Conditions of Contract.

Thank you.

Yours faithfully,



Freda Yang
Assistant Director, Partnerships & Patronage
Singapore Art Museum