

SINGAPORE CENTRE FOR CHINESE LANGUAGE
565 Balestier Road, #05-05, Singapore 329927
Tel: 64675667

Invitation to Quote

Date of Invitation: 15/09/2026

ITQ Ref No. ITQ-FY27-06-000017

To:

Address:

Tel No:

Fax No:

- 1) Please let us have your quotation (***exclusive of GST***) for the services specified below in your company letterhead and returning it to us by 17:00 (Time) on 28/09/2026 (Closing Date).
- 2) Where applicable, please attach brochures/catalogue/samples when submitting your quotation.
- 3) The quotation shall remain valid for 30 days from the closing date as stated above. On expiry of the offer, the vendor shall, if SCCL so requires, extend the validity of offer for a further period of 60 days from the aforesaid date of expiry.
- 4) SCCL reserves the right not to accept the lowest or any proposal and shall not be bound to assign any reason for the rejection. SCCL also reserves the right to award full quotation or part thereof and shall not be bound to assign any reason for the award.
- 5) Please note the possible risks of sending your quotation through the fax.

S/No	Description	Quantity	Unit Price S\$	Total Amount S\$
1.	Renewal of Adobe Acrobat Pro (Education Named License) subscriptions for Singapore Centre for Chinese Language (SCCL). Renewal for 12 months starting from 16 Nov 2026. <u>Requirement</u> The vendor shall be a local authorized reseller for the Adobe products. <u>Payment</u> Within thirty (30) days upon receipt of the invoice together with all relevant supporting documents.	70		
Total amount (exclude GST)				

If you have any queries, please call **Mr Tay Wei Lun at 6467 5667 ext 529** or email: **it_support@sccl.sg** for clarifications.
Thank you.