



TENDERING FOR A HAWKER STALL

OVERVIEW

Am I eligible?

Yes! If you are:

- ▶ A Singapore Citizen or Permanent Resident;
- ▶ 21 years old and above;
- ▶ Not debarred from holding a SFA hawker licence;
- ▶ Not banned by the Government / Statutory Boards from taking part in any business tenders;
- ▶ Not an undischarged bankrupt;
- ▶ Not renting or a joint operator of two cooked food stalls in markets / hawker centres managed by NEA

When and how do I tender for a stall?

- ▶ NEA's tender exercise is typically from **13th (10.30am) to 26th (10.30am) of every month**. If the 13th or 26th falls on a weekend / public holiday, the tender will start / end on the next working day.

For stalls available for tender:

- ▶ Visit NEA website at go.gov.sg/tendernotice or
- ▶ Notice board at our One-stop Information and Service Centre at HDB Hub (East Wing), 480 Lorong 6 Toa Payoh, #26-01

NEW!

Preparation to submit an online tender bid:

From 13 Dec 2023, NEA only accepts online tender bids.

- ▶ Computer / laptop / tablet / mobile phone with internet access;
- ▶ Singpass / Singpass mobile app;
- ▶ A valid email account;
- ▶ Debit card / Credit card / PayNow to make online payment of \$510 (comprising tender deposit of \$500 and non-refundable processing fee of \$10).



WHAT ARE THE STEPS TO TENDER FOR A STALL?

Step 1:

Access the Form of Tender



- ▶ Visit NEA website at go.gov.sg/tendernotice
- ▶ Click the link to access the Form of Tender
- ▶ You will be redirected to the Form of Tender via FormSG (Note: Make sure that the link starts with 'go.gov.sg')

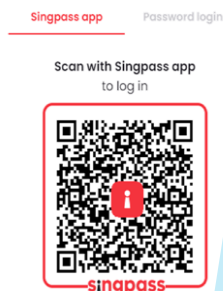
Step 2:

Login with Singpass



- ▶ Click on 'Log in with Singpass app'
(Note: Person who login will be the registered stallholder if successful in the tender)
- ▶ You will be redirected to Singpass login page
 - If you are logging in with **Singpass app**:

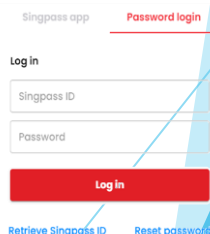
Scan (or tap) the QR code displayed on the login page using the Singpass app. Use your fingerprint, face or 6-digit passcode (depending on your device settings) to verify your identity on the Singpass app. You will be redirected back to FormSG.



or

- If you are logging in with **Singpass ID and Password**:

Select the "Password login" tab on the Singpass login page. Enter your Singpass ID and password. Scan your face using Singpass Face Verification, or enter a One-Time Password (OTP) sent via SMS to your registered mobile number. You will be redirected back to FormSG.



Step 3:

Fill in the Form of Tender in FormSG

- ▶ Read the **Terms and Conditions of the Tender** at go.gov.sg/tendernotice
- ▶ Fill in your **particulars** and **mailing address**
- ▶ Select the **'Type of Stall'**, **'Hawker Centre / Market'** and **'Stall Number'**
- ▶ Fill in the **'Trade'**
(Note: Please refer to the List of Stalls for Tender in the Tender Notice and indicate one type of trade)
- ▶ Fill in **'Items Sold'** and **'Tendered Rent Offered'**
(Note: Bid amount does not include GST and other operating charges)
- ▶ Acknowledge the **'Declaration / Consent'** and **'Declaration on Non-Collusion'**

Step 4:

Verify email address

- ▶ Fill in your email address and click **'Verify'**
- ▶ Access your email to retrieve the **6-digit One-Time-Password (OTP)**
- ▶ Fill in the OTP in FormSG and click **'Submit'**
- ▶ Your email address is now verified. Click **'Proceed to pay'**

Email address

Proof of payment will be sent to this email



Verify your email

An email with a 6-digit verification code was sent to you. It will be valid for 30 minutes.

Resend OTP in 56s

Step 5:

Make payment

- ▶ Note: **A tender deposit of \$500 and a non-refundable processing fee of \$10 shall be paid for each stall tendered**
- ▶ Select the mode of payment:
 - If you are paying by **Credit card / Debit card**:
 - ✓ Fill in the card details and click 'Submit payment'
 - If you are paying by **PayNow**:
 - ✓ Click 'Scan PayNow QR code'. You will be redirected to a page with a QR code
 - ✓ Save the QR code to your mobile phone's photo library or take a screenshot of the QR code
 - ✓ Open your bank's mobile banking app
 - ✓ Select the option to scan a QR code
 - ✓ Upload the QR code that you have saved
 - ✓ Confirm the payment amount and proceed to pay
- ▶ You will be redirected to the successful payment page
- ▶ Scroll up and click 'Log out'
- ▶ You will also receive an email of the successful submission from FormSG

For more information:

- ▶ On the **tender of hawker stall**, visit go.gov.sg/tendernotice to read the frequently asked questions.

WHEN AND WHERE WILL THE TENDER RESULTS BE PUBLISHED?

- ▶ The **5 highest tender bids** may be released 1 week after tender is closed.
- ▶ The **final results** may be released 5 to 7 weeks after tender is closed.
- ▶ The above results will be posted on NEA website at go.gov.sg/tendernotice and displayed on the notice board at our One-stop Information and Service Centre.
- ▶ If your bid is **successful**, NEA will send you a Letter of Offer to digitally sign the Tenancy Agreement.
- ▶ If your bid is **unsuccessful**, NEA will refund your tender deposit of \$500 after the release of tender results.

RESULTS
5 to 7 weeks



Visit <https://www.nea.gov.sg/our-services/hawker-management> to find out more.

NEA One-stop Information and Service Centre:

HDB Hub (East Wing)
480 Lorong 6 Toa Payoh, #26-01
Singapore 310480

NEA Contact Centre:

6225 5632