

17 April 2026

## INVITATION TO BID FOR PREMISES TO RUN UNFUNDED SOCIAL SERVICES

### 1.1 Introduction

1.1.1 The Ministry of Social and Family Development (MSF) invite Social Service Agencies (SSAs) to submit proposals for the use of various pre-identified premises to run social services/programmes that are not funded by the government.

1.1.2 The agency must be a SSA which is registered as a non-profit organisation and offers direct social services to the local community, such as for vulnerable families and individuals (including lower income families, youth-at-risk), persons with disabilities and caregivers.

1.1.3 Please approach the relevant supervising agency for assistance for programmes under their purview (e.g. MOH for healthcare, mental health, and senior-related services).

### 1.2 Proposal submission

1.2.1 SSAs are invited to submit their proposal to set-up and operate unfunded programmes/services at various pre-identified premises.

1.2.2 SSAs are advised to thoroughly read all information provided and visit the pre-identified premises during the site visit before submitting their proposals.

1.2.3 This is a fully electronic process. All proposals shall be electronically submitted to [Facilities\\_Support@msf.gov.sg](mailto:Facilities_Support@msf.gov.sg). Proposals not submitted through this email will not be considered. SSAs are to include the following information:

- a) Indicate “**Invitation to Bid for Premises (1H/2026)**” as the email subject;
- b) Proposal in the required format;
- c) Testimonials from Community partners and Clients, if any;
- d) Copies of the SSA's registration with the Commissioner of Charities and/or acquired institution of Public Character (IPC) status; and
- e) Any other required information as per proposal format.

1.2.4 For a soft copy of the proposal format, please download the file from <https://www.msf.gov.sg/what-we-do/strengthen-the-social-service-sector/article/programmes/premises-for-ssas>

1.2.5 SSAs are allowed to bid for a maximum of 2 sites but will only be awarded 1 site per bidding exercise. A separate proposal will be required for each site.

### 1.3 Site Visits

1.3.1 Site visits to the pre-identified premises will be made available to interested SSAs. The details of the visits are in Annex A. Applicants are to note that the premises will only be available for viewing on the date/time as stipulated in Annex A.

1.3.2 Other than the specified date(s) of visit stated in Clause 1.3.1, there will not be any further visits conducted.

**1.4 Closing Date for Submission**

1.4.1 SSAs are to submit their proposals by 29 May 2026, 04:00 pm.

1.4.2 Incomplete proposals and information received after the closing date and time may not be accepted.

**1.5 Confidentiality**

1.5.1 Except with the written consent of the Government, the SSA shall not disclose the information made in this bidding exercise or any provisions thereof or any information issued or furnished by or on behalf of the MSF in connection therewith to any person.

1.5.2 In addition to the foregoing, the SSA shall not make use of any information obtained directly or indirectly from the MSF or compiled or generated by the SSA in the course of this bidding exercise which pertains to or is derived from such information, other than use for the purposes of this bidding exercise, without the prior written consent of MSF.

1.5.3 This clause 1.5 will not apply to information that is or becomes publicly available without breach of agreement or other legal obligations on the part of the SSA.

**1.6 Evaluation Criteria and Outcome of Bid**

1.6.1 The proposals will be evaluated by an Evaluation Panel and SSAs may be required to present or clarify their proposals to the Evaluation Panel. In the event MSF seeks clarification on any aspect of the proposal, the SSA shall provide full and comprehensive responses within seven (7) days of notification.

1.6.2 Components of the evaluation criteria for the application are as follows:

Critical criteria

The SSA shall comply with the following critical criteria for further consideration:

<b>Criteria</b>	<b>Description</b>
SSA's registration	Must be registered with the Commissioner of Charities or acquired Institution of Public Character (IPC) status
Disallowed usage of premises	Residential purpose / Social Enterprise / profit-making purpose
Approved usage of premises	Premises should support the SSA in providing direct social services to the local community, such as for vulnerable families and individuals (including lower income families, youth-at-risk), persons with disabilities and caregivers. They should also fall under an approved use by the Landlord (HDB).

Distribution of usage of space	The space should predominantly be used to provide social services to benefit the community. Any space for ancillary use (e.g. office or storage space) should be kept to a minimum.
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**Non-compliance with any of the above-mentioned critical criteria may preclude the Application from further evaluation.**

Other criteria

- a) Relevance of Programmes/Services (50%)
- b) Track record of SSA (25%)
- c) Sustainability of Programme (25%)

1.6.3 The outcome of the bid will be released tentatively in Sep 2026.

1.6.4 Results will be published on <https://www.msf.gov.sg/what-we-do/strengthen-the-social-service-sector/article/programmes/premises-for-ssas>. All SSAs that submitted proposals will receive an email informing them of the results. The Evaluation Panel's decision is final. MSF shall not enter into correspondence with any unsuccessful SSA regarding the reasons for non-acceptance of their application.

1.6.5 Successful SSAs will be offered a "Letter of Support" from MSF to use the premises for their programmes/services. The support will typically be for 3 years at the first instance, and may include an option to renew support for another 3+3 years (i.e. up to 9 years).

1.6.6 Successful SSAs would have to fulfil conditions and deliverables related to the utilisation and/or relevance of the programmes/services. Before the end of each 3-year tranche, MSF will assess if the SSA has met these conditions and deliverables before deciding if support for the premises will be renewed for the next 3 years (if applicable).

1.6.7 With the Letter of Support, successful SSAs will be offered tenancy by the Premises Landlord (i.e. HDB).

**1.7 Tenancy Agreement & Rental Rate**

1.7.1 The successful SSA shall sign the tenancy agreement of the premises directly with the Landlord.

1.7.2 The rental rate of the premises shall be determined by the Landlord and made known to the successful SSA. The successful SSA may be charged Service and Conservancy Charges (S&CC), or maintenance charges subjected to the Landlord tenancy agreement.

1.7.3 The space will be provided to the successful SSA in as-is condition, or as otherwise informed by MSF or the premises landlord. The successful SSA may carry out renovation works subject to the Landlord's approval and assessment by relevant authorities.

1.7.4 MSF will not provide any rental subsidy for the premises.

1.7.5 Unless otherwise informed by MSF, SSA will have to return the premises to the Landlord at the end of the support period, according to requirements set out in the tenancy agreement.

## 1.8 Conditions and Deliverables

1.8.1 The SSA shall comply with the following MSF's conditions for the use of the premises:

- a) The proposed programmes/services meet the needs of the community;
- b) The SSA maintains a good track record and demonstrates capability to run the programmes/services adequately;
- c) The programme/service is sustainable (i.e. sustainable demand, SSA's manpower and funding support);
- d) To not collaborate, engage in any activity or be involved with a Political Party, or conduct, engage or participate in any activity that could be construed as being political in nature; accept any donation or sponsorship from any Political Party; and/or make or provide any donation or sponsorship to any Political Party, or for any activity that could be construed as being political in nature.
- e) To use the supported premises for the purposes as set out in the proposal/letter of support by MSF (i.e. ensure utilisation of programme space for said purpose);
- f) To agree to adhere to any additional conditions, advisories and/or guidelines issued by MSF;
- g) To seek MSF's concurrence at least three months in advance on any changes to the proposed service model or provision of any new programmes/services that the SSA intends to provide at the premises; and
- h) To establish referral workflows and share data (after obtaining the necessary consent) with MSF and/or other community agencies, upon MSF's request, for the purposes of integrating interventions and coordinating the provision of assistance and services to the residents.

1.8.2 MSF reserves the rights to amend and include additional conditions where necessary.

## 1.9 Enquiries

1.9.1 SSAs may refer to Annex B for Frequently Asked Questions.

1.9.2 This document may not contain all information which SSA(s) may require. SSA(s) should therefore make their own inquiries and seek such clarifications by 15 May 2026. MSF shall not be liable to any SSA(s) for any information which is incomplete.




1.9.3 Clarifications and queries pertaining to the bidding exercise and information about the premises shall be made in writing via e-mail to:

Officer: April Tam  
E-mail: April\_tam@msf.gov.sg

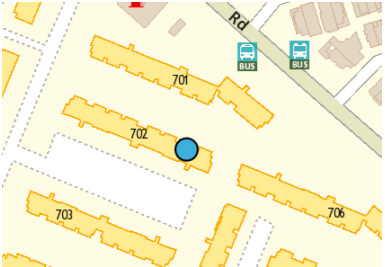
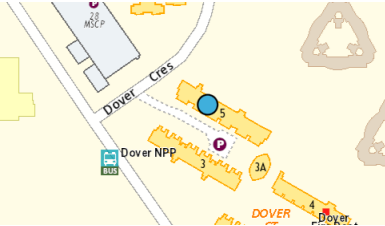

Officer: Royston Ang  
E-mail: Royston\_ang@msf.gov.sg

**Annex A**

**Site Location and information sheet**

Location Map	Address	Estimated Floor Area (sqm)	Type of Premises	Town	Details of Site Visit
<p><b>1</b></p> 	<p>Blk 319 Jurong East Street 31 #01-58, S600319</p>	<p>332</p>	<p>Existing occupied HDB Unit (to take over as-is condition)</p>	<p>Jurong East</p>	<p>28 Apr 2026, 3pm to 5pm</p>
<p><b>2</b></p> 	<p>Blk 124 Yishun St 11 #01-367 S760124</p>	<p>432</p>	<p>Existing occupied HDB Unit (to take over as-is condition)</p>	<p>Yishun</p>	<p>28 Apr 2026, 3pm to 5pm</p>
<p><b>3</b></p> 	<p>Blk 326A Sumang Walk, S821326 &amp; Blk 326B Sumang Walk S822326</p>	<p>Segment A Blk 326A: 211  Segment B Blk 326B: 156</p>	<p>HDB Void Deck Space</p>	<p>Punggol</p> <p>For this site, bidder could choose to bid for: 1) Both A + B, 2) A only, 3) B only</p>	<p>Interested bidder could visit the blocks at your own date and time</p>

**Site Location and information sheet**

Location Map	Address	Estimated Floor Area (sqm)	Type of Premises	Town	Details of Site Visit
<p><b>4</b></p> 	<p>Blk 702 West Coast Rd #01-341, S120702</p>	<p>111</p>	<p>HDB Vacant Unit</p>	<p>Clementi</p>	<p>28 Apr 2026, 3pm to 5pm</p>
<p><b>5</b></p> 	<p>Blk 5 Dover Crescent, #01-22, S130005</p>	<p>281</p>	<p>Existing occupied HDB Unit (to take over as-is condition) <b>Existing tenancy will end in Apr 2027</b></p>	<p>Queenstown</p>	<p>28 Apr 2026, 3pm to 5pm</p>
<p><b>6</b></p> 	<p>Blk 322 Sembawang Close S750322 &amp; Blk 326 Sembawang Crescent, #01-44, S750326</p>	<p>Segment A Blk 322: 119  Segment B Blk 326: 183</p>	<p>HDB Void Deck Space &amp; HDB Vacant Unit</p>	<p>Sembawang  <b>For this site, bidder could choose to bid for:</b> 1) Both A + B, 2) A only, 3) B only</p>	<p>Blk 322: Interested bidder could visit the block at your own date and time</p> <hr/> <p>Blk 326: 28 Apr 2026, 3pm to 5pm</p>

**Frequently Asked Questions (FAQs)**

**Q1: Does the size of an agency and the length of its existence matter e.g. can newly formed SSAs apply?**

Ans.: We accept applications regardless of SSA's developmental stage, size and length of SSA existence.

**Q2: Will agencies who have existing services that serve the community in the neighbourhood have higher weightage in the selection criteria?**

Ans.: While this will not be an explicit criteria, agencies that have existing presence or experience serving the community in the neighbourhood may have an advantage in being able to better explain the relevance of their proposed programme/service to the community, and articulate their track record of serving the community in the neighbourhood.