

REQUEST-FOR-PROPOSAL FOR GRANGE ROAD CARPARK

As part of the efforts to rejuvenate Orchard, the Singapore Tourism Board (STB) and Urban Redevelopment Authority (URA) are interested in activating the open-air Grange Road carpark, with temporary events to enhance the precinct's street-level vibrancy and offerings.

Scope

STB and URA are requesting for innovative and differentiated proposals from event organisers (EOs) to temporarily activate the open-air Grange Road carpark. In particular, we welcome proposals under the categories of, but not limited to:

- Entertainment (e.g. Concerts, Film screenings)
- Retail and F&B (e.g. Farmers' markets, Artisanal fairs)
- Sports (e.g. Wellness events)
- Pop-up Attractions
- Exhibitions (e.g. Art exhibitions)

All events proposed have to be accessible to public – ticketed events are allowed, but no by-invite-only/private events.

Deadline to Submit Proposals

EOs are encouraged to apply early, as there is a limited number of days set aside for events. Proposals will be considered on a first come first served basis. Strong proposals may be granted an offer prior to the submission deadline.

If your event falls within the following periods:	Deadline for Proposal Submission
Present to 31 Dec 2018	31 May 2018
1 Jan 2019 to 4 Sept 2019	30 Sep 2018

Application Evaluation

Proposals will be jointly evaluated by STB/URA and acceptance of proposals are subject to the discretion of both agencies. Submissions will be assessed on their ability to:

- (a) Enhance the precinct vibrancy of Orchard Road
- (b) Introduce a differentiated experience to Orchard Road
- (c) Complement existing Orchard Road offerings (e.g. proposal involves collaboration with existing Orchard Road stakeholder(s))
- (d) Successfully execute the proposal

Eligibility Criteria

All legal entities (e.g. businesses, companies, associations, government bodies etc.) are eligible to submit an event proposal.

Submission

Please submit your proposal to STB_GrangeRoadCarpark@stb.gov.sg. Your proposal should include the following information:

- Project concept proposal
- Layout plan indicating proposed event/ stall layout, heights of proposed structures, location of visitor entrance points and loading/unloading area(s)¹
- Preferred event dates, and back-up event dates (include no. of set-up/tear-down days)

¹ It is mandatory that EOs cater for a loading/unloading area within the site premises to minimise inconveniences to surrounding premises.

- Detailed business plan (if any)
- Project Budget
- CV of key management team members
- Company track record
- Indicate whether project intends to apply for an STB grant. Please read the grant parameters to ensure your proposal meets the criteria to apply for the respective schemes available.

Contact Information

Please email STB_GrangeRoadCarpark@stb.gov.sg should you have further queries.

Frequently Asked Questions (FAQs)

1. Where is the carpark located?



Source: Google Maps

2. What is the size of the site?

The site is estimated to be 4,525 sqm, with approx. 3,000 sqm of usable space.

3. How much is the site rental rate?

Temporary Occupation License (TOL) shall be applicable for the use of the site with the fees chargeable by the Singapore Land Authority (SLA). The final amount will be assessed by SLA based on the commercial/non-commercial elements of the event. Please refer to [TOL Rate Table](#) for more information.

4. What other costs are involved in the rental of this site?

EOs need to make their own provisions for electricity and water². EOs will also need to cater for security measures (SPF-cleared) to ensure the safety of the visitors.

5. Will there be government funding for events held at Somerset carpark?

EOs are welcome to apply for funding support via STB's grant schemes, where relevant/applicable. Please refer to [Leisure Events Fund \(LEF\)](#) or [Kickstart Fund \(KF\)](#) to check if your project meets STB's grant parameters. However, please note that agencies' approval for usage of the Grange Road carpark does not guarantee funding support.

6. What is the minimum/maximum duration for an event to be held at the space?

There is no minimum duration, but an event should not last more than 30 days. This is also subject to availability, and EOs may be requested to (i) reduce their event dates and/or (ii) relook their preferred event dates, depending on the availability of the site.

7. How many days have been set aside at the Grange Road carpark for events?

We are unable to disclose this but do contact the email above should you need to check availability of the site for your preferred dates.

² STB can facilitate introductions to surrounding building owners for EOs to explore leveraging their building infrastructure. However, this would ultimately be a commercial decision between the EO and building owner.

8. Is there a limit to the number of applications each company/entity can submit?

No, there is no limit to the number of proposals each company/entity can submit. However, each proposal should be unique.

9. Can I apply for partial use of the carpark space?

No, the site is to be rented out in its entirety, even if EOs choose to utilise only a portion of the carpark.