

BACKGROUND ...

DETERMINATION OF EQUIPMENT REQUIREMENTS

The DMO is the systems engineering, design development integration and project management authority for all defense systems and equipment in the SAF. Its functions include systems acquisition, upgrading of existing equipment and interfacing new upgraded projects with historical equipment. DMO is also responsible for establishing policies and guidelines for the support and maintenance of defense materials.

The DSO provides scientific support and evaluation of particular types of high technology equipment requests by DMO. The DSO's main function is to perform defense research and development. This organization includes a team of engineers, scientists, software professionals.

Depending on the type of equipment requested DMO, or both DMO and DSO, may be involved in analyzing the user's equipment requirements and translating these into actual technical specifications. The requirement/specifications are then given to the Defense Purchasing Department (DPO).

DPO is also in charge of formulating the appropriate tender documents and inviting suppliers and manufacturers to submit their tenders for the equipment and services required. Offers received are evaluated by a committee composed of members from DPO, DMO, DSO, and the respective service planning and logistics units. Once a particular proposal is accepted, DPO begins to finalize the terms of the contract.

Tenders are either open public tenders which are published in the newspaper (e.g. local newspaper each Friday) or closed tenders. For closed tenders only pre-qualified suppliers are approached by MINDEF and asked to bid.

MINDEF usually has a 2 year purchasing plan based on a 5 year rolling plan of its equipment requirements. Long term plans include 10 year projections which are continually updated. The purchasing plans are usually completed in March. Knowledge of these plans is limited to a few SAF personnel.

PROCESS OF SUPPLYING DEFENSE EQUIPMENT TO MINDEF

A supplier of defense equipment may approach MINDEF directly with products or services or may go through intermediaries (e.g. MINDEF companies or private licensed agents).

DIRECT APPROACH

It is a policy of MINDEF to deal directly with suppliers. Foreign suppliers can approach MINDEF with their company briefs giving details of the company's product/service range, capability, financial status and the contact persons. The person to contact is the Assistant Director of Purchasing, Defense Procurement Division. MINDEF has a prepared booklet entitled "*Doing Business with the Ministry of Defense, Singapore*" which elaborates its procedures on the purchase of material and services with the potential suppliers in mind.

Because of the large number of suppliers, if economically feasible, the possibility of conducting trials using the equipment should be indicated. This may improve supplier "recall" when future demand for the equipment arises.