

Upon acceptance of our quotation, Info-Tech Systems Ltd ("Info-Tech") will issue an invoice with the actual amount payable, subject to estimated funding validations.

- The sponsored employer must not be disqualified or suspended from receiving funding from the Government of the Republic of Singapore, any Singapore statutory board, or any Singapore government agency during the course period.
 - The UEN that is provided should be the sponsoring employer who is the direct employer of this trainee, and the party providing salary and other statutory benefits (such as CPF contribution, medical benefits, leave etc.).
1. Payment Schedule: Unless stated otherwise in writing, all payments must be made 100% upfront. Any late payments shall be subject to an administration fee of 2% of any outstanding amount per month, calculated on a daily basis.
 2. Validity of our quote: 30 Days
 3. The Customer shall not cancel or terminate the Quotation. In the event of any cancellation or termination more than 14 days prior to the commencement of the relevant course, Info-Tech reserves the right to charge a fee of 50% of the total amount stated in this Quotation. In the event of any cancellation or termination less than 14 days prior to the commencement of the relevant course, Info-Tech reserves the right to charge a fee of 100% of the total amount stated in this Quotation.
 4. In order to fulfil the requirements for successful course completion, it is necessary to attain a minimum of 75% attendance and pass the assessment ("Requirements"). No refunds will be provided if the Customer or its representative fails to comply with the Requirements.
 5. Course materials will be provided to you on the first day of the course. All course materials, including but not limited to presentations, handouts, and exercises, are the intellectual property of Info-Tech and may not be used or reproduced without prior written permission.
 6. The Customer may be eligible for SSG funding to subsidise part of the course fee stated in this Quotation. However:-
 - a) If the Customer is not eligible for SSG funding, the Customer shall pay the full course fee that would otherwise have been covered by the funding. This payment shall become due and payable on the day the Customer receives notification that they are not eligible for SSG funding.
 - b) If the approved SSG funding does not fully cover the course fee stated in this Quotation, the Customer must pay the remaining balance no later than fourteen (14) days before the course commencement date.
 - c) If the selected course starts within fourteen (14) days from the date of this Quotation, all payments must be made within the day of receipt of the invoice.
 7. The courses must be completed within 6 months from the date of confirmation order, failing which, the Customer shall be deemed to have cancelled or terminated this Quotation. As such, terms & conditions clause no. 3 is applied.
 8. Course change requests received less than 10 days before the scheduled date will incur an administrative fee of \$100 per trainee. All payments made are non-refundable. In the event that notice is given less than 3 days before the course start date or the trainee fails to attend, the full course fee will be imposed.
 9. Details of Quotation Proposal and Purchase Order are confidential and shall not be disclosed without prior written consent from Info-Tech.
 10. Info-Tech Systems Ltd is not liable for any loss or damage, including but not limited to loss of income or profits, arising from the course or your enrolment in the course. Info-Tech makes no representation or warranty regarding any specific results or outcomes for the Customer or its representatives. Info-Tech further does not warrant or guarantee that the Customer or its representatives will be able to comply with the Requirements.
 11. Info-Tech reserves the right to change the course schedule or content at any time. Any changes will be communicated to you as soon as possible.
 12. All prices are subject to 9% GST, calculated based on the full course fee (before deducting any subsidies or SSG funding).
 13. By signing our quotation, you have confirmed that you have read our terms and also other Terms of Service on <https://www.infotech.edu.sg/terms-of-service>, and Data Protection Policy at <https://www.infotech.edu.sg/data-protection-policy> and it would deem as automatically incorporated as terms and conditions in the quotation proposal.