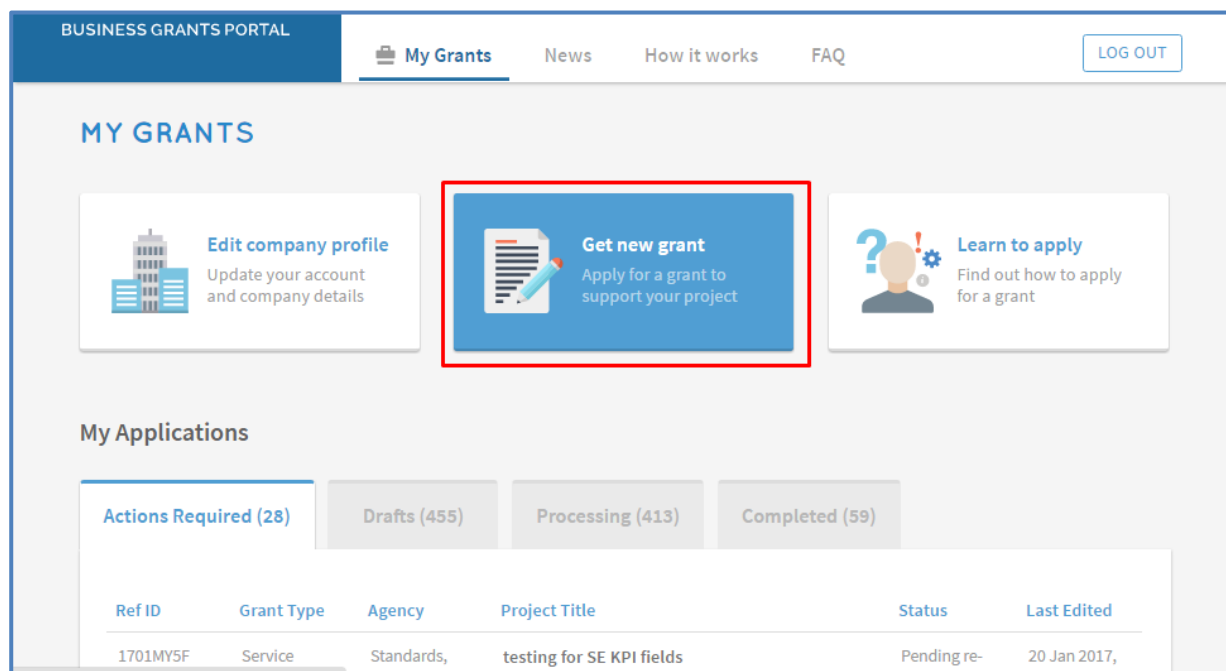## Step-by-step guide for Productivity Solutions Grant (PSG)

Application Submission

Step 1/8:

- Login to BGP > My Grants tab
- Click on 'Get new grant'

Step 2/8: Select business sector and grant type

- Select Sector that best describes your business
- Click on 'Upgrade key business areas, such as adopt technology, improve business processes or raise service standards'
- Click on 'Pre-scoped Productivity Solutions'

Enterprise Singapore

Which sector best describes your business?

Agriculture	Air Transport ⌄	Building & Construction ⌄
Environmental Services ⌄	Financial Services ⌄	Food & Beverages ⌄
Healthcare	IT	Landscape
Logistics	Manufacturing & Engineering ⌄	Maritime
Media	Professional Services ⌄	Retail
Security	Services	Tourism ⌄
Wholesale Trade	Others	

Next →

Enterprise Singapore

Select sector — **Select grant** — Apply for grant

I need this grant to

Bring my business overseas or establish a stronger international presence
Provides financial incentives to help businesses take the first step overseas or establish a stronger international presence

Upgrade key business areas, such as adopt technology, improve business processes or raise service standards
Provides financial incentives to help businesses upgrade through ready solutions or embarking on capability upgrading projects

← Previous   Next →

Select sector — Select grant — **Apply for grant**

Which best describes the area you will develop with this grant?

Pre-scoped Productivity Solutions
Improve productivity with pre-scoped off-the-shelf equipment/IT solutions

Core Capabilities
Projects that help companies strengthen their business foundation to grow and transform. Supportable project scopes include Business Strategy Development, Financial Management, Brand & Marketing Strategies Development, Service Excellence and Human Capital Development.

Innovation & Productivity
Projects that help companies improve operational efficiencies and develop new business models, technologically novel products or processes. Supportable project scopes include Process Redesign, Product Development, Business Model and Process Innovation.

← Previous   Apply

Step 3/8: Eligibility

- Check 'Yes' if you meet the eligibility criteria

Step 4/8: Contact Details

- Fill in details of the main contact person
- Fill in details of the Letter of Offer addressee

Enterprise Singapore

- Eligibility
- **Contact Details**
- Proposal ①
- Cost ①
- Business Impact
- Declare & Review

Pre-scoped Productivity Solutions (PSG)

PROVIDE YOUR CONTACT DETAILS

* Mandatory field

Main Contact Person

The person submitting this application is the main contact person. Notifications about the application will be sent to them. Update this as necessary whenever you resubmit the application.

Name *

Job Title *

Contact No *

Email *

Alternate Contact Person's Email

- Eligibility
- **Contact Details**
- Proposal ①
- Cost ①
- Business Impact
- Declare & Review

Blk/Hse No.

Street

Level

Unit

Building Name

Letter Of Offer Addressee

This should be the CEO or Managing Director as registered with ACRA, or other authorised individuals.

☐ Same as main contact person

Name *

Job Title *

Email *

← Previous

💾 Save   Next →

Step 5/8: Proposal

- Indicate 'Equipment' or 'IT Solution'
- Select vendor and fill in details of equipment/IT solution
- Click 'Select Files' to upload quotation from vendor
- Fill in your deployment location

« Back to Grant Actions

Eligibility

Contact Details

Proposal ①

Cost

Business Impact

Declare & Review

Pre-scoped Productivity Solutions (PSG)

SUBMIT YOUR PROPOSAL

* Mandatory field

What type of solution are you purchasing? *

○ Equipment ● IT Solution

Search for the **Security** solution you want *

OCI Sales and Accounting Management System (SAM) Version 11   Q

Browse all solutions in this category

No Of Units *   1

When do you intend to start using this
solution? *   📅 eg. 11 Mar 2020

Vendor Details

Vendor List *

Select... OCI SYSTEM PTE LTD ▼

Upload supporting documents *

Only jpg, png, gif, zip, doc, docx, ppt, pptx, pdf, xls, xlsx files supported.
Each file cannot exceed 10 MB. Any special characters in your file name will be removed.

- Selected vendor's quotations *
- Other supporting documents (optional)
    - Licences (mandatory for the following) *
        1. Waste Management Sector
            - General Waste Disposal Facility Licence
            - General Waste Collector Licence
            - Public Waste Collector Licence
        2. Cleaning Sector
            - Cleaning Business Licence
        3. Security Sector
            - Security Agency Licence

☁

Drag and drop files here
or

📂 Select Files

Deployment Locations

Where will this solution be used? Enter at least one location. *

Your claim will only be processed when the solution has been provided to all locations. If your solution will be rolled out to different locations in phases, you might want to consider submitting separate grants for each location.

˄

Location Type *

Select... ▼

| Home Office/Residential Building |
| Shop/Office/Factory/Institution |
| Park/State Land |
| Construction Project Site |
| On the Road/Roving |

Building Name   Blk/Hse

Level   Unit

Does your business operate from this address? *

○ Yes   ○ No

Add New Location

← Previous   💾 Save   Next →

Enterprise Singapore, formerly International Enterprise Singapore and SPRING Singapore, is the government agency championing enterprise development. We work with committed companies to build capabilities, innovate and internationalise. We also support the growth of Singapore as a hub for global trading and startups. As the national standards and accreditation body, we continue to build trust in Singapore's products and services through quality and standards.

Visit **www.enterprisesg.gov.sg** for more information.

Step 6/8: Cost

- Fill in details of project cost

PROVIDE DETAILS OF COSTS

* Mandatory field

All fees listed below must be in the quote attached.

Solution Type	IT Solution
Solution Name	OCI Sales and Accounting Management System (SAM) Version 11
No Of Units	1
How do you intend to make the purchase? *	Select... Direct Purchase ▼

← Previous   💾 Save   Next →

Step 7/8: Business Impact

- Fill in details of overall impact
- Fill in details of productivity gains

EXPLAIN THE BUSINESS IMPACT

* Mandatory field

Overall Impact

Describe how the solution will change the way you do things *

e.g. I used to have to prune the hedges manually. With this solution, this process will be automated.

500 characters left

Productivity Gains

What task will be more efficient with the new solution? *   E.g. prune trees, send emails, flip burgers

How much more efficient do you expect this task to be? *   %

Step 8/8: Declare & Submit

- Complete declaration section accordingly
- Where applicable, indicate your consent & acknowledgement
- Review your application and click 'Submit'

![Enterprise Singapore logo]

Acceptance of Letter of Offer (LOF)

Step 1/1:

- Login to BGP > 'My Grants' tab
- Click 'Proceed' in the 'Letters And Documents' section and click 'Accept'
- *CorpPass: Kindly note that digital service access should be created for MTI – Business Grants Portal and only users with an Acceptor role can accept the LOF*