

## GENERAL SERVICES LIST



Local Calls: **Cost**  
Overseas Calls: **Cost + 10%**

IP Phone: **\$55/line/month**

Installation of Private Internet: **\$200**  
Installation of Private Phone Line: **\$200**  
**(Subject to rack availability)**

Server Rack Space (Secure):  
**\$95/month/rack unit**



Local/ Overseas Courier: **Cost + 20%**

Stamps: **Cost + 50%**  
Registered Mail: **Cost + 50%**

A4 Size (Black & White): **\$0.15/page**  
A4 Size (Color): **\$1/page**  
A3 Size (Black & White): **\$0.50/page**  
A3 Size (Color): **\$2/page**  
Scanning (Any Size): **\$0.50/page**



Moot (Weekdays 9am to 6pm): **\$60/hour\***  
Moot (Weekends 9am to 6pm): **\$360/day\***  
*2x after operating hours and 3x on weekends*

Moot Packages\*  
5 hours: **\$200 | 3-month validity**  
10 hours: **\$500 | 3-month validity**  
25 hours: **\$1200 | 6-month validity**  
50 hours: **\$2500 | 6-month validity**



Secretarial Services: **\$20 for every 10-minute block**  
IT Consultation: **\$150 for the 1<sup>st</sup> hour; \$19 for every 10 minutes thereafter**

IT Support Services –

IT Outsourcing  
Desktop Support  
Maintenance  
IT & Asset Management  
IT Expansion Planning

**Rates  
TBA upon  
request**



Replacement Access Card: **\$50/card**  
Replacement Key: **\$15/key**

Additional Desk/ Chair/ Pedestal/ Cabinet:  
**\$75/unit/month**

All rates stated are in Singapore Dollars (SGD) and exclude 7% GST.

Rates are subject to change without prior notice.

\*Excluding public holidays. Unused hours cannot be carried forward and will be forfeited upon expiry. All bookings of Moot must be done at least 2 days in advance. Cancellation policy applies.