

INVITATION TO REQUEST FOR PROPOSAL

Date: 31 August 2023

Dear Sirs

RFP NO. 20230803

REQUEST FOR PROPOSAL (RFP) FOR NOMINATED SUB-CONTRACT LIFT INSTALLATION WORKS IN CONJUNCTION WITH PROPOSED ADDITION & ALTERATION WORKS TO 1ST – 3RD STOREY WITH ADDITIONAL MINOR WORKS TO 4TH STOREY ROOF TERRACE OF EXISTING NKF CENTRE BUILDING ON LOT 08388T MK17 AT 81 KIM KEAT ROAD, SINGAPORE 328836 (NOVENA PLANNING AREA)

1. The National Kidney Foundation (NKF) invites tenders for the above requirement.
2. This invitation to tender incorporates the following documents:
 - 2.1 Tender document (RFP)
 - 2.2 Tender drawings (RFP)

These documents would be issued upon successful registration and tender deposit received.

3. Eligibility Criteria:

BCA Workhead – ME09 (Lift & Escalator Installation) with Grade L2 & above.

4. Interested contractors are required to register their contact with The National Kidney Foundation and Infield Projects Pte Ltd, using below email: andrew.cheah@nkfs.org, ivy.leong@nkfs.org and teong@infieldprojects.com.sg before **1500 hours on 06 September 2023, Wednesday**. Detail of documents collection / issuance will be sent via email after registration.

5. **Compulsory Site Show Round:**

- 5.1 A briefing will be conducted at the date, time and venue specified below:

Date: 08 September 2023, Friday
Time: 1.00 pm
Venue: The National Kidney Foundation HQ
81 Kim Keat Road Singapore 328836

- 5.2 Tenders submitted by Tenderers who have not attended the session will not be considered.

6. If you wish to tender for the above requirement, you must complete and submit the documents mentioned in paragraph 2 above, and supporting documents and materials (if any) referred to in the above documents (e.g. brochures, catalogues, handbooks, artwork and samples).

7. NKF requires **two (2)** copies of the documents referred to in paragraph 2 above that is, one original copy and one duplicate copy. These are to be delivered in a sealed envelope which is not to bear any mark of identification of the Tenderer. The envelope is to be endorsed with the words **“RFP No. 20230803: Nominated Sub-Contract Lift Installation Works in conjunction with Proposed Additions & Alterations Work to 1st – 3rd Storey with Additional Minor Works to 4th Storey Roof Terrace of Existing NKF Centre Building on Lot 08388T MK17 at 81 Kim Keat Road Singapore 328836 (Novena Planning Area) and hand delivered:**

RFP Box A
Security Counter
National Kidney Foundation
81 Kim Keat Road
Singapore 328836
Attn: Ms Wene Ma

8. All tender bids must be received at the location specified above, no later than **1500 hours** on **27 September 2023, Wednesday** (the **“Closing Date”**). Tenders received after this deadline shall not be considered.
9. Please note that your tender bid is subject to the terms of the Conditions of Tender.
10. If you have any inquiries relating to this invitation to tender, please contact Ms Wene Ma at telephone no. 6506 2153 or email to wene.ma@nkfs.org.

Yours faithfully



Name: Ms Jacqueline Hoo
Title: Director, Finance & Risk Management