

## REQUIREMENT SPECIFICATIONS

### REQUEST FOR PROPOSAL FOR SUPPLY AND DELIVERY OF STERILE AVF/AVG COMMENCEMENT PACK AND STERILE AVF/AVG CONCLUSION PACK

#### 1. Introduction

- 1.1 The National Kidney Foundation (“**NKF**”) wishes to appoint a contractor (the “**Contractor**”) for the supply and delivery Citric Acid Solution as described in these Requirement Specifications (the “**Goods**”), to all its dialysis centres in Singapore.

#### 2. Product Specification

- 2.1 The Goods shall conform to the detail specification in **Annex A1 and A2**.

#### 3. Quantity Requirements and Delivery Schedule

- 3.1 The Contractor shall supply the Goods over a period of twenty four (24) months **from 01 March 2024 to 28 February 2026**, with option to extend for another twenty four (24) months till **29 February 2028** subject to such extensions of the period of appointment by NKF in accordance with the Conditions of Contract.
- 3.2 NKF's estimated consumption for the Goods over a period of twenty four (24) months is set out as below:

S/No.	Item Description	Estimated Quantity for 24 months
1	Sterile AVF/AVG Commencement Pack	1,492,100 set/1
2	Sterile AVF/AVG Conclusion Pack	1,492,100 set/1

- 3.3 The Goods shall be delivered monthly to such of NKF's dialysis centres as NKF shall stipulate from time to time. Please refer to **Annex B1-B2** for the detail list of NKF's Dialysis Centres (as at date of this RFP). For the avoidance of doubt, NKF reserves the right at any time to increase or decrease the number of and to vary and /or change the location of any or all of the listed Dialysis Centres. Avoid delivery from: 1300hours to 1400hours

#### 4. Submission of RFP bids

- 4.1 Each Vendor should provide the price quote in the Price Schedule.
- 4.2 All quotations submitted by the Vendor must indicate the prices applicable for the estimated numbers of Goods specified in paragraph 3.2 above.
- 4.3 The Vendor, at the point of submission of its RFP bids, is required to supply at its own costs the required samples as provided in point 5 for each offered product stipulated in its RFP bids. The NKF shall be at liberty to call for further submission of such samples as required until the samples submitted are in accordance with the requirements of the RFP. Samples after approval shall indicate the standards to be maintained for the duration of the Contract.

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- 4.4 Each vendor is required to indicate the following information for the proposed products in the Price Schedule:

- 4.4.1 The minimum delivery lead time
- 4.4.2 Country of manufacturer
- 4.4.3 Location of storage, including alternative site

**5. Submission of samples**

- 5.1 Each vendor shall submit **15 sets** of samples for each of the item in the full range of products set out in the proposal requirement in respect of which they are quoting, free-of charge and non-returnable, to the Company at the following address:

**National Kidney Foundation**  
81 Kim Keat Road,  
Singapore 328836  
Attention: Ms Jeslyn Ng  
Department: Purchasing

- 5.2 Each set of samples must be labelled individually with the following information:

- RFP Number
- Item S/N (as per price schedule S/No)
- Company Name
- Product Code Number

- 5.3 The samples are to be submitted **within four (4) weeks from the Request For Proposal opening date**, or such extended time period as the Company may agree to in writing upon request by the Company, **after the submission of the Request For Proposal**. The vendor may be rejected if samples are not submitted on time.

- 5.4 If more sample are required, as may be requested by NKF from time to time, on the terms and conditions set out in the Request For Proposal.

Authorised Signature: \_\_\_\_\_

Vendor's stamp : \_\_\_\_\_

## REQUIREMENT SPECIFICATIONS

Description of Product
Sterile AVF/AVG Commencement Pack
<b>General Specification</b>
<p><b>1) Description of Product :</b></p> <p>Sterile AVF/AVG Commencement Pack, consists of: -</p> <ul style="list-style-type: none"> <li>Blue sterile absorbent drape, 45 cm x 45 cm - 1 unit</li> <li>10ml syringe with luer lock – 2 units</li> <li>19G Injection needle, 2.5 cm – 1 unit</li> <li>Sterile woven gauze, 7.5cm x 7.5cm x 12ply, mesh count 19 x15 – 2 units</li> </ul>
<p><b>2) Packaging Requirement :</b></p> <ul style="list-style-type: none"> <li>Peel pouch with proper label of list of consumables packed within the set.</li> <li>Each set of the packaging must have clear indication of the batch number or lot number, manufacturing date &amp; expiry date.</li> <li>Standard OT packed.</li> </ul>
<p><b>3) Certification Requirement:</b></p> <p>a) Is HSA registration required? Yes / No</p> <p>b) Has the product been registered? Yes / No / Pending / Not Applicable</p> <p>c) If yes, the registration no. is:- _____</p> <p>d) The HSA classification is Class A / B / C / D</p> <p><b>Vendor shall provide the following documents to support the certification of the product:</b></p> <p>e) Product licence with Health Science Authority</p> <p>f) Manufacturing licence with Health Science Authority</p> <p>g) Quality Certificate of Product</p> <p>h) Product literature; Catalogue or brochure</p> <p>i) Any other relevant certification or clinical papers necessary for the product</p>

Authorised Signature: \_\_\_\_\_

Vendor's stamp : \_\_\_\_\_

Description of Product
Sterile AVF/AVG Conclusion Pack
<b>General Specification</b>
<p><b>1) Description of Product :</b></p> <p>Sterile AVF/AVG Conclusion Pack, consists of: -</p> <ul style="list-style-type: none"> <li>• Green sterile absorbent drape, 45 cm x 45 cm - 1 unit</li> <li>• Sterile woven gauze, 7.5cm x 7.5cm x 12ply, mesh count 19 x15 – 4 units</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Packaging Requirement :</b></li> <li>• Peel pouch with proper label of list of consumables packed within the set.</li> <li>• Each set of the packaging must have clear indication of the batch number or lot number, manufacturing date &amp; expiry date.</li> <li>• Standard OT packed.</li> <li>• For <b>AVF/AVG Conclusion pack</b>, please refer to the <b>video</b> for guidance on the requirement on folding of drape and position of sterile gauze.</li> </ul>
<p><b>2) Certification Requirement:</b></p> <p>j) Is HSA registration required? Yes / No</p> <p>k) Has the product been registered? Yes / No / Pending / Not Applicable</p> <p>l) If yes, the registration no. is:- _____</p> <p>m) The HSA classification is Class A / B / C / D</p> <p><b>Vendor shall provide the following documents to support the certification of the product:</b></p> <p>n) Product licence with Health Science Authority</p> <p>o) Manufacturing licence with Health Science Authority</p> <p>p) Quality Certificate of Product</p> <p>q) Product literature; Catalogue or brochure</p> <p>r) Any other relevant certification or clinical papers necessary for the product</p>

Authorised Signature: \_\_\_\_\_

Vendor's stamp : \_\_\_\_\_

**LIST OF NKF DIALYSIS CENTRES**

<b>NKF DC ADDRESS LIST</b>			
<b>ADT</b>	<b>761 WOODLANDS</b>	<b>MSD</b>	<b>204 MARSILING</b>
	The Hour Glass-NKF Dialysis Centre (Admiralty Branch)		Jo & Gerry Essery-NKF Dialysis Centre
	BLK 761 Woodlands Ave 6. #01-108. S (730761)		BLK 204 Marsiling Drive. #01-188. S (730204)
	Tel : 6362 2153 / Fax : 6362 2360		Tel : 6368 0291 / Fax : 6368 0267
<b>ALJ</b>	<b>102 ALJUNIED</b>	<b>PNG</b>	<b>PUNGGOL OASIS TERRACE</b>
	Hong Leong-NKF Dialysis Centre		NKF Dialysis Centre Supported by Ngiam Kia Hum & Family
	BLK 102 Aljunied Crescent. #01-265. S (380102)		BLK 681 Punggol Drive. #02-02. S (820681).
	Tel : 6743 3572 / Fax : 6743 0817		Tel : 62437020 / Fax : 62437022
<b>AM2</b>	<b>633 ANG MO KIO</b>	<b>PSR</b>	<b>180 PASIR RIS</b>
	Western Digital-NKF Dialysis Centre		Tampines Chinese Temple-NKF Dialysis Centre
	BLK 633 Ang Mo Kio Ave 6. #01-5155. S (560633)		BLK 180 Pasir Ris St 11. #01-06. S (510180)
	Tel : 6459 0113 / Fax : 6552 1697		Tel : 6583 9500 / Fax : 6583 0779
<b>AM3</b>	<b>565 ANG MO KIO</b>	<b>QT1</b>	<b>55 STRATHMORE</b>
	Pei Hwa Foundation-NKF Dialysis Centre		NKF Dialysis Centre Supported by San Wang Wu Ti Religious Society
	BLK 565 Ang Mo Kio Ave 3. #01-3401. S (560565)		BLK 55 Strathmore Ave. #01-145. S (140055)
	Tel : 6552 6569 / Fax : 6552 6539		Tel : 6778 0330 / Fax : 6777 6155
<b>BBK</b>	<b>103 BUKIT BATOK</b>	<b>SRG</b>	<b>201 SERANGOON</b>
	NTUC Income-NKF Dialysis Centre		IFPAS-NKF Dialysis Centre
	BLK 103 Bt Batok Central. #01-237. S (650103)		BLK 201 Serangoon Central. #01-30. S (550201)
	Tel : 6569 2370 / Fax : 6569 7359		Tel : 6285 4113 / Fax : 6284 2553
<b>BD2</b>	<b>105 BEDOK NORTH</b>	<b>SMI</b>	<b>101 SIMEI</b>
	NKF Dialysis Centre supported by Man Fatt Lam Buddhist Temple		Kwan Im Thong Hood Cho Temple-NKF Dialysis Centre (Simei Branch)
	BLK 105 Bedok Avenue 4 #01-2168. S (460105)		BLK 101 Simei St 1. #01-892. S (520101)
	Tel : 6243 7349 / Fax : 6214 0210		Tel : 6785 9882 / Fax : 6786 6268
<b>BM2</b>	<b>128 BUKIT MERAH</b>	<b>TM1</b>	<b>935 TAMPINES</b>
	The Singapore Buddhist Lodge-NKF Dialysis Centre		National Trades Union Congress/Singapore Pools-NKF Dialysis Centre
	BLK 128 Bukit Merah View. #01-22 S (150128)		BLK 935 Tampines St 91. #01-333. S (520935)
	Tel : 6878 0552 / Fax : 6878 0021		Tel : 6789 8534 / Fax : 6784 5244
<b>BPJ</b>	<b>274 BANGKIT</b>	<b>TM2</b>	<b>271 TAMPINES</b>
	New Creation Church-NKF Dialysis Centre		Wong Sui Ha Edna-NKF Dialysis Centre
	BLK 274 Bangkit Rd. #01-54. S (670274)		BLK 271 Tampines St 21. #01-99. S (520271)
	Tel : 6764 6400 / Fax : 6764 2004		Tel : 6789 9878 / Fax : 6789 7336
<b>BP2</b>	<b>275 BANGKIT</b>	<b>TWY</b>	<b>113 TECK WHYE</b>
	Le Champ-NKF Dialysis Centre (Bukit Panjang Branch)		Leong Hwa Chan Si Temple-NKF Dialysis Centre
	BLK 275 Bangkit Rd. #01-96. S (670275)		BLK 113 Teck Whye Lane. #01-666. S (680113)
	Tel : 6891 2782 / Fax : 6891 2592		Tel : 6769 0178 / Fax : 6769 9231
<b>CLE</b>	<b>326 CLEMENTI</b>	<b>TPH</b>	<b>225 TOA PAYOH</b>
	Lew Foundation-NKF Dialysis Centre		Singapore Airlines-NKF Dialysis Centre
	BLK 326 Clementi Ave 5. #01-175. S (120326)		BLK 225 Toa Payoh Lor 8. #01-54. S (310225)
	Tel : 6775 0668 / Fax : 6775 0891		Tel : 6254 2066 / Fax : 6251 9484
<b>CP1</b>	<b>IRC LEVEL 1</b>	<b>TP2</b>	<b>TOA PAYOH WEST CC</b>
	NKF IRC Supported by The Sirivadhanabhakdi Foundation		Seck Hong Choon-NKF Dialysis Centre
	500 Corporation Road Level 1 S (649808)		BLK 200 Toa Payoh Lorong 2. #03-01. S (319642)
	Tel : 6359 3610 / Fax : 6251 4174		Tel : 6970 4190 / Fax : 6970 4195
<b>CP2</b>	<b>IRC LEVEL 2</b>	<b>URD</b>	<b>311 UBI</b>
	NKF IRC Supported by The Sirivadhanabhakdi Foundation		Foo Hai-NKF Dialysis Centre
	500 Corporation Road Level 2 S (649808)		BLK 311 Ubi Ave 1. #01-383 S (400311)
	Tel : 6359 3620 / Fax : 6251 4175		Tel : 6747 8864 / Fax : 6747 8823
	<b>CNM - Smitha James , SOA - Sharifah Zainab</b>		<b>CNM - Pan Mei Yu, OA - Tan Bee Luan May</b>
	<b>CNM - Lija Varghese, OA - Selicia Chai</b>		<b>CNM - Cheong Lay Tin, OA - Hairiani Khamsani</b>
	<b>SSN - Tan Bee Lei, OA - Nabilah</b>		<b>CNM - Jaidave Swarna Lakshmi, SOA - Lau Siew Eng Esther</b>
	<b>CNM - Arranz Karen Ann Roquid, OA - Lavonne Koh Sufen</b>		<b>CNM - Wong Wai Mei, OA - Nigel Tan</b>
	<b>SSN - Aye Aye Chein, OA - Nur Arskhin</b>		<b>CNM - Khoo Lai Fan, OA - Tan Soon Ling (YuKi)</b>
	<b>SSN - Luo Fang, OA - Fa Kia Wei Collin</b>		<b>CNM - Bindumol , SOA - Jaclyn E Lee</b>
	<b>SSN Adela Guzman, OA - Magnah Bte Mazlah</b>		<b>CNM - Anthony Yutoc, OA - Ho Qian Hui</b>
	<b>SSN - Zhang Xiaoling , OA -</b>		<b>CNM - Wang Jing, SOA - Wu Fuyi</b>
	<b>CNM - Doi Ling, OA - Cindy Ng Boon Kiaw</b>		<b>SSN - Zhang Yan, OA - Wendy Wong</b>
	<b>CNM - Umarani, OA - Ee Poh Swan</b>		<b>SSN - Corales Preslee Salvador, OA - Hanis Binte Jamal</b>
	<b>CNM - Bakki Mary / Mar Mar Aung, OA - Jenny Sim</b>		<b>CNM - Dolly Ponnnyil Poullose , OA - Fadila</b>
	<b>CNM - Harold Yu, OA -</b>		<b>CNM - Leah May Estacio, SOA - Sanda Tun</b>

Authorised Signature: \_\_\_\_\_

Vendor's stamp : \_\_\_\_\_

## Annex B2

<b>GMH</b>	<b>1 GHIM MOH</b> Woh Hup-NKF Dialysis Centre 1 Ghim Moh Road, #01-358. S (270001) Tel : 64679200 / Fax : 64679231 CNM - Joel Navidad Nillo, SOA - Sherina Sek	<b>UBK</b>	<b>19 UPPER BOON KENG</b> Sakyadhita-NKF Dialysis Centre Blk 19 Upper Boon Keng Rd #01-1220. S (380019) Tel : 6743 1278 / Fax : 6743 1237 CNM - Corazon Eriguel, OA - Jasmine Pang
	<b>114 HOUGANG</b> Singapore Buddhist Welfare Services-NKF Dialysis Centre BLK 114 Hougang Ave 1. #01-1298. S (530114) Tel : 6382 6332 / Fax : 6383 0203 CNM - Yang Man , OA - Lim Yoke Chan Mary		<b>701 WEST COAST</b> The Hour Glass-NKF Dialysis Centre (West Coast Branch) Blk 701 West Coast Rd #01-323. S (120701) Tel : 6560 1184 / Fax : 6560 1076 CNM - Xu Chun, OA - Mimi Chan Kok Hwee
	<b>628 HOUGANG</b> NKF Hougang-Punggol Dialysis Centre BLK 628, Hougang Ave 8. #01-108. S (530628) Tel : 6284 1877 / Fax : 6284 0867 CNM - Cynthia Wong, OA - Martha Monica Lim		<b>825 WOOLANDS</b> Thong Teck Sian Tong Lian Sin Sia-NKF Dialysis Centre BLK 825 Woodlands St 81. #01-30. S (730825) Tel : 6365 1810 / Fax : 6365 4179 CNM - Prabudoss Rajesh Samuel, OA - Nadiyah Binti Zulkepli
	<b>240 JURONG EAST</b> NKF Dialysis Centre Supported by Yuhua Grassroots Organisations BLK 240C Jurong East Ave 1. #01-01. S (603240) Tel : 6970 1847 / Fax : 6970 1849 CNM - Sadanandan Arockia Sophia, SOA - Wong Telk Hin		<b>365 WOODLANDS</b> SCAL-NKF Dialysis Centre (Woodlands Branch) BLK 365 Woodlands Ave 5. #01-490. S (730365) Tel : 6362 4905 / 6362 3956 / Fax : 6362 5849 SSN - Rey Mark, OA - Estee Neo Li Fang
<b>JE1</b>	<b>744 JURONG WEST</b> Sheng Hong Temple-NKF Dialysis Centre BLK 744 Jurong West St 73. #01-19. S (640744) Tel : 6794 1061 / Fax : 6794 1071 CNM - Sundaresan Jayalakshmi, OA - Audrey Ho	<b>WD1</b>	<b>203 YISHUN</b> Toa Payoh Seu Teck Sean Tong-NKF Dialysis Centre BLK 203 Yishun St 21. #01-239. S (760203) Tel : 6759 4002 / Fax : 6759 4003 CNM - Su Xiao Ping , OA - Masitah Kamarudin
	<b>940 JURONG WEST</b> NKF Dialysis Centre Supported by The Sirivadhanabhakdi Foundation Blk 940 Jurong West Street 91. #01-441. S (640940) Tel : 6316 6246 / Fax : 6316 6194 CNM - Minimol Muhammadali , OA - Jennifer Koh		<b>639 YISHUN</b> Le Champ-NKF Dialysis Centre (Yishun Branch) BLK 639, Yishun St 61. #01-168, S (760639) Tel: 6257 1860 / Fax: 6257 1650 CNM - Syuhaidah Salleh , OA - Muhammad Ibrahim
	<b>NKF CENTRE</b> Tay Choon Hye-NKF Dialysis Centre 81 Kim Keat Rd. S (328836) Tel : 65062291 / Fax : 6254 9947 CNM - Louie Surban, OA - G. Manonmani		<b>840 YISHUN</b> SCAL-NKF Dialysis Centre (Yishun Branch) BLK 840 Yishun St 81. #01-382 , S(760840) Tel : 64813006 / Fax : 64813076 SSN - A. Kalavani, OA - Adeline Luke
	<b>43 BENDEMEER</b> Kwan Im Thong Hood Cho Temple-NKF Dialysis Centre (Kolam Ayer Branch) BLK 43 Bendemeer Rd. #01-1018. S (330043) Tel : 6291 3946 / Fax : 6291 3969 SCNM - CNM Sivamani Anandam, OA -		<b>YISHUN COMMUNITY HOSPITAL</b> NKF Dialysis Centre Supported by Keppel 2 Yishun Central 2 #03-01 Yishun Community Hospital, S(768024) Tel : 6970 4213 / Fax : 6970 4216 CNM - Wang Mei Ni, SOA - Lezlie Lim
<b>KKT</b>	<b>27 NEW UPPER CHANGI</b> Singapore Pools-NKF Dialysis Centre BLK 27 New Upper Changi Rd. #01-694 S (462027) Tel : 6444 4278 / Fax : 6444 4978	<b>YS1</b>	<b>427 PASIR RIS</b> Pasir Ris 2 Dialysis Centre 427 Pasir Ris Drive 6 #01-43 S(510427)
<b>KLA</b>		<b>YS2</b>	
<b>BED</b>		<b>YS3</b>	
<b>PR2</b>		<b>YS4</b>	

Accepted By:

Authorised Signature: \_\_\_\_\_

Signatory's name : \_\_\_\_\_ Signatory's title : \_\_\_\_\_

Vendor's name : \_\_\_\_\_ Vendor's stamp : \_\_\_\_\_