

INVITATION TO REQUEST FOR PROPOSAL

Date: 15 April 2022

Dear Sirs

RFP NO. 20240101

REQUEST FOR PROPOSAL FOR THE PROVISION OF SUPPLY, DELIVERY AND COMMISSIONING OF SD-WAN, LAN AND WAN TECH REFRESH

1. The National Kidney Foundation (NKF) invites vendors for the above requirement.
2. This invitation to Request for Proposal (RFP) incorporates the following documents enclosed herewith:
 - a) Conditions of Request for Proposal;
 - b) Conditions of Contract for Services;
 - c) Requirement Specifications: **Annexes A, B, C, D, E and F**
 - d) Price Schedule;
 - e) Form of Request for Proposal;
 - f) Information about Vendor;
 - g) Reference Check and Environmental Social Governance
 - h) Agreement to Terms and Conditions and
 - i) Other requirements/documents, if any: Specimen of Banker's Guarantee, Performance Bond & Performance Guarantee
3. If you wish to submit a proposal 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).
4. NKF requires **two (2)** copies and a thumb drive of the documents referred to in paragraph 2 above that is, one original copy and one duplicate copy, plus a thumb drive. These are to be delivered in a sealed envelope which is not to bear any mark of identification of the Vendor (defined in the Conditions of Contract). The envelope is to be endorsed with the words "**RFP No. 20240101: RFP For The Provision of Supply, Delivery and Commissioning of SD-WAN, LAN and WAN Tech Refresh**" and hand delivered to :

RFP Box A
Security Counter
National Kidney Foundation
81 Kim Keat Road
Singapore 328836
Attn: Mr. Raymond Thong

5. Briefing on Proposal Bids

Vendors are required to attend a **compulsory** briefing (either personally or through a company's representative) which will be conducted as follows:

Date: **22 April 2024, Monday**

Time: 9.30 – 11.30 am

Venue: NKF Centre, 81 Kim Keat Road, Singapore 328836

To participate in the briefing session, vendors are required to email to the following to register latest by **Thursday, 18 April 2024 before 10am**, providing details: company's name, personnel attending, their email address and contact no.
Raymond Thong @ email: raymond.thong@nkfs.org

6. All RFP bids must be received at the location specified above, no later than **1500 hours** on **7 May 2024, Tuesday** (the "**Closing Date**"). RFP bids received after this deadline shall not be considered.
7. Your RFP bid shall be irrevocable and open for acceptance by NKF for **180 days** from the Closing Date.
8. Please note that your RFP bid is subject to the terms of the Conditions of Request for Proposal.
9. If you have any inquiries relating to this RFP, please contact: Mr. Raymond Thong at telephone no. 6506 2104 or email to raymond.thong@nkfs.com

Yours faithfully



Ms Jacqueline Hoo
Head, Finance & Risk Management