

REQUIREMENT SPECIFICATIONS

REQUEST FOR PROPOSAL FOR SUPPLY AND DELIVERY OF SODIUM CITRATE 4% CATHETER LOCK SOLUTION 5ML

1. Introduction

- 1.1 The National Kidney Foundation (“**NKF**”) wishes to appoint a contractor (the “**Contractor**”) for the supply and delivery of high flux dialyser for haemodialysis treatment 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 A**.

3. Contract Duration, Quantity Requirements and Delivery Schedule

- 3.1 The Contractor shall supply the Goods over a period of thirty-six (36) months **from 1 April 2026 to 31 March 2029**.
- 3.2 NKF may extend the Contract Period, on the same terms as those contained herein (including on the same Contract Price), for a further duration not exceeding 24 months, by serving written notice of the Company’s desire to renew the term hereof, which notice shall be given not less than 30 days prior to the expiry of the initial Contract Period
- 3.2 NKF’s estimated consumption for the Goods over a period of thirty-six (36) months is set out as below:

Item Description	Estimated Quantity for 36 months
Sodium Citrate 4% Catheter Lock Solution 5ml	213,430 pcs

- 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 B** 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

Authorised Signature: _____ Vendor’s stamp : _____

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.
- 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 **1 box** 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 Mavis Tan
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 : _____

Annex A

Product Specifications

S/N	Specification and Requirement	Comply (YES / NO / N.A)	Vendor remark (if any)
1) ITEM			
a.	Sodium Citrate 4% Catheter Lock Solution 5ml		
2) DETAILS OF PRODUCT			
a.	Locking solution for Tunneled Hemodialysis Catheters (THC) to maintain its patency.		
3) PACKAGING / LABELLING REQUIREMENT			
a.	Each box of the packaging must have clear indication of drug name, dose, strength, batch number or lot number, manufacturing date & expiry date		
b.	Product Information (PI) insert is required (translated to English if available in other languages)		
4) PRODUCT CERTIFICATIONS			
a.	Is product HSA registered? If Yes, Vendors to provide HSA registration and classification / attach screenshot from Singapore Medical Device Information Communication System (MEDICS) for registered and exempted products If No, is the product registered in other countries? please specify		
b.	To provide any other relevant certification / clinical papers / product literature / quality certificate of product / necessary for the product		

Authorised Signature: _____

Vendor's stamp : _____

S/N	Specification and Requirement	Comply (YES / NO / N.A)	Vendor remark (if any)
5) SUBMISSION OF SAMPLES			
a.	<p>Vendor shall submit 1 box of the samples for each of the items in the full range of products set out in the requirement in respect of which vendor is quoting, free-of-charge and non-returnable, to the following address:</p> <p>National Kidney Foundation 81 Kim Keat Road, Singapore 328836</p> <p>Samples must come in proper packaging and artwork.</p> <p>Each sample must be labelled individually with the following information and submitted not later than 8 July 2025, Tuesday.</p> <ul style="list-style-type: none"> • Ref No: 20250601 • Item S/N • Company Name 		

Authorised Signature: _____

Vendor's stamp : _____

Local references

		Please list down <u>up till 10 Institutions and centres</u> in specific, if any <i>(pls avoid providing vague inputs such as various hospitals several dialysis centres etc)</i>
1	Sodium Citrate 4% Catheter Lock Solution 5ml	<i>(e.g. TTSH, Kidney Dialysis Foundation, Thye Hwa Kwan Ang Mo Kio)</i>
2	Other products being supplied to institutions and centres	<i>(e.g. Alcohol Swabs - TTSH, Kidney Dialysis Care Surgical Tape – St Andrew Home, SGH, Syringes – Mt Alvernia Hospital, Farrer Park Hospital)</i>

LIST OF NKF DIALYSIS CENTRES

NKF DC ADDRESS LIST				
ADT	761 WOODLANDS The Hour Glass-NKF Dialysis Centre (Admiralty Branch) BLK 761 Woodlands Ave 6. #01-108. S (730761) Tel: 6362 2153 / Fax: 6362 2360 SSN - Vinod Rajendran / Email ID : vinod.rajendran@nkfs.org	PNG	PUNGGOL OASIS TERRACE NKF Dialysis Centre Supported by Ngiam Kia Hum & Family BLK 681 Punggol Drive. #02-02. S (820681). Tel: 62437020 / Fax: 62437022 NM - Li Yang / Email ID : yang.li@nkfs.org / sivamani.anandam@nkfs.org	
	102 ALJUNIED Hong Leong-NKF Dialysis Centre BLK 102 Aljunied Crescent. #01-265. S (380102) Tel: 6743 3572 / Fax: 6743 0817 NM - Lia Varghese / Email ID : lia.varghese@nkfs.org		ONE PUNGGOL Kwan Im Thong Hood Cho Temple-NKF Dialysis Centre 1 Punggol Drive. #04-06. S (828629) Tel: 6970 8130 / Fax :6970 8134 NM - Preslee /SN Li Chao / Email ID : salvador.preslee@nkfs.org/lichao.wang@nkfs.org	
ALJ	633 ANG MO KIO Western Digital-NKF Dialysis Centre BLK 633 Ang Mo Kio Ave 6. #01-5155. S (560633) Tel: 6459 0113 / Fax: 6552 1697 NM -Tan Bee Lei /SSN -Ma Decai/Email ID : beelei.tan@nkfs.org/decmai.ma@nkfs.org	PN2	180 PASIR RIS Tampines Chinese Temple-NKF Dialysis Centre BLK 180 Pasir Ris St 11. #01-06. S (510180) Tel: 6583 9500 / Fax: 6583 0779 SSN - Maricris / Email ID : maricris.duting@nkfs.org	
	565 ANG MO KIO Pei Hwa Foundation-NKF Dialysis Centre BLK 565 Ang Mo Kio Ave 3. #01-3401. S (560565) Tel: 6552 6569 / Fax: 6552 6539 SSN - Hong Email ID : hongyan.zou@nkfs.org		427 PASIR RIS NKF Dialysis Centre Supported by TL Whang Foundation BLK 427 Pasir Ris Drive 6. #01-35/43. S (510427) Tel: 6243 1008 / Fax: 6243 4332 NM - Bindumol / Email ID : bindumol.joseph@nkfs.org	
AM2	113A BUKIT BATOK WEST NKF Dialysis Centre Supported by Singapore Buddhist Youth Mission) BLK 113A Bt Batok West Ave 6. #01-01. S (651113) Tel: 6513 6873 / Fax: 6322 7715 NM - Doi Ling / Email ID : doi.ling@nkfs.org	PSR	55 STRATHMORE NKF Dialysis Centre Supported by San Wang Wu Ti Religious Society BLK 55 Strathmore Ave. #01-145. S (140055) Tel: 6778 0330 / Fax: 6777 6155 NM - Bakkie Mary / Email ID : bakkiemary.m@nkfs.org	
	27 NEW UPPER CHANGI NKF Dialysis Centre Supported by San Wang Wu Ti Religious Society BLK 27 New Upper Changi Rd. #01-694 S (462027) Tel: 6444 4278 / Fax: 6444 4978 SSN- El Cho Pann / Email ID : eicho.pann@nkfs.org		SENGKANG COMMUNITY HOSPITAL NKF Dialysis Centre Supported by San Wang Wu Ti Religious Society BLK 1 Anchorvale St. #01-26. S (544835) Tel: 6908 4501 / Fax: 6908 4504 SSN - Mao Wenni / Email ID : wenni.mao@nkfs.org	
AM3	105 BEDOK NKF Dialysis Centre Supported by Man Fatt Lam Buddhist Temple BLK 105 Bedok North Ave 4. #01-2168. S (460105) Tel: 6243 7349 / Fax: 6214 0210 NM - Luo Fang / Email ID : fang.luo@nkfs.org	PR2	101 SIMEI Kwan Im Thong Hood Cho Temple-NKF Dialysis Centre (Simei Branch) BLK 101 Simei St 1. #01-892. S (520101) Tel: 6785 9882 / Fax: 6786 6268 NM - Wang Jing / Email ID : jing.wang@nkfs.org	
	128 BUKIT MERAH The Singapore Buddhist Lodge-NKF Dialysis Centre BLK 128 Bukit Merah View. #01-22 S (150128) Tel: 6878 0552 / Fax: 6878 0021 SSN Nur Asyiqin/ Email ID : asyiqin.zaffre@nkfs.org		201 SERANGOON IFPAS-NKF Dialysis Centre BLK 201 Serangoon Central. #01-30. S (550201) Tel: 6285 4113 / Fax: 6284 2553 SSN - Siti Khadijah Ismail / Email ID : siti.ismail@nkfs.org	
BB2	274 BANGKIT NKF Dialysis Centre Supported by New Creation Church BLK 274 Bangkit Rd. #01-54. S (670274) Tel: 6764 6400 / Fax: 6764 2004 NM - Zhang Xiaoling / Email ID : xiaoling.zhang@nkfs.org	SKG	Temporary Closure from 28/4/25 to 29/11/25	
	275 BANGKIT Le Champ-NKF Dialysis Centre (Bukit Panjang Branch) BLK 275 Bangkit Rd. #01-96. S (670275) Tel: 6891 2782 / Fax: 6891 2592 NM - Aye Aye Chien / Email ID : mave.avechein@nkfs.org			
BED	326 CLEMENTI Lew Foundation-NKF Dialysis Centre BLK 326 Clementi Ave 5. #01-175. S (120326) Tel: 6775 0668 / Fax: 6775 0891 SSN - Xu Chun / Email ID : chun.xu@nkfs.org	SMI	271 TAMPINES NKF Dialysis Centre Supported by Wong Sui Ha Edna BLK 271 Tampines St 21. #01-99. S (520271) Tel: 6789 9878 / Fax: 6789 7336 NM - Suyko Michael / Email ID : michael.suyko@nkfs.org	TM1
	IRC LEVEL 1 NKF IRC Supported by The Sirivadhanabhakdi Foundation 500 Corporation Road Level 1 S (649808) Tel: 6359 3610 / Fax: 6251 4174 NM - Harold Yu /Mar Mar Aung / Email ID : harold.yu@nkfs.org /maraung.mar@nkfs.org		225 TOA PAYOH NKF Dialysis Centre Supported by Toa Payoh Seu Teck Sean Tong BLK 225 Toa Payoh Lorong 8. #01-54. S (310225) Tel: 6254 2066 / Fax: 6251 9484 SSN - Erica Chan / Email ID : erica.chan@nkfs.org	
BM2	IRC LEVEL 2 NKF IRC Supported by The Sirivadhanabhakdi Foundation 500 Corporation Road Level 2 S (649808) Tel: 6359 3620 / Fax: 6251 4175 NM- Xiaojian/ Birundha/Email ID : qopalsamy.birundha@nkfs.org/xiaojian.chen@nkfs.org	SRG	TOA PAYOH WEST CC Seck Hong Choon-NKF Dialysis Centre BLK 200 Toa Payoh Lorong 2. #03-01. S (319642) Tel: 6970 4190 / Fax: 6970 4195 NM - Dolly Ponnivil Poulouse / Email ID: dolly.poulouse@nkfs.org	TM2
	114 HOUGANG Singapore Buddhist Welfare Services-NKF Dialysis Centre BLK 114 Hougang Ave 1. #01-1298. S (530114) Tel: 6382 6332 / Fax: 6383 0203 NM - Karen Ann / Email ID : karenann.arranz@nkfs.org		113 TECK WHYE Leong Hwa Chan Si Temple-NKF Dialysis Centre BLK 113 Teck Whye Lane. #01-666. S (680113) Tel: 6769 0178 / Fax: 6769 9231 NM - Wong Wai Mei / Email ID : waimei.wong@nkfs.org	
BPJ	628 HOUGANG NKF Hougang-Punggol Dialysis Centre BLK 628, Hougang Ave 8. #01-108. S (530628) Te l: 6284 1877 / Fax: 6284 0867 SSN - Zhang Li / Email ID : li.zhang@nkfs.org	TPH	19 UPPER BOON KENG Sakyadhita-NKF Dialysis Centre Blk 19 Upper Boon Keng Rd #01-1220. S (380019) Tel: 6743 1278 / Fax: 6743 1237 DC Email ID : 19.upperboonkeng.dc@nkfs.org NM - Corazon Erique / Email ID : corazon.duncan@nkfs.org OA - Jasmine Pang	TP1
	114 HOUGANG Singapore Buddhist Welfare Services-NKF Dialysis Centre BLK 114 Hougang Ave 1. #01-1298. S (530114) Tel: 6382 6332 / Fax: 6383 0203 NM - Karen Ann / Email ID : karenann.arranz@nkfs.org		311 UBI Foo Hai-NKF Dialysis Centre BLK 311 Ubi Ave 1. #01-383 S (400311) Tel: 6747 8864 / Fax: 6747 8823 SSN - Aloysius / Email ID : aloysius.wee@nkfs.org	
BP2	628 HOUGANG NKF Hougang-Punggol Dialysis Centre BLK 628, Hougang Ave 8. #01-108. S (530628) Te l: 6284 1877 / Fax: 6284 0867 SSN - Zhang Li / Email ID : li.zhang@nkfs.org	TP2	701 WEST COAST The Hour Glass-NKF Dialysis Centre (West Coast Branch) Blk 701 West Coast Rd #01-323. S (120701) Tel: 6560 1184 / Fax: 6560 1076 NM - Umarani / Email ID : umarani@nkfs.org	TP2
	628 HOUGANG NKF Hougang-Punggol Dialysis Centre BLK 628, Hougang Ave 8. #01-108. S (530628) Te l: 6284 1877 / Fax: 6284 0867 SSN - Zhang Li / Email ID : li.zhang@nkfs.org			
CLE	628 HOUGANG NKF Hougang-Punggol Dialysis Centre BLK 628, Hougang Ave 8. #01-108. S (530628) Te l: 6284 1877 / Fax: 6284 0867 SSN - Zhang Li / Email ID : li.zhang@nkfs.org	TWY		UBK
	628 HOUGANG NKF Hougang-Punggol Dialysis Centre BLK 628, Hougang Ave 8. #01-108. S (530628) Te l: 6284 1877 / Fax: 6284 0867 SSN - Zhang Li / Email ID : li.zhang@nkfs.org			
CP1	628 HOUGANG NKF Hougang-Punggol Dialysis Centre BLK 628, Hougang Ave 8. #01-108. S (530628) Te l: 6284 1877 / Fax: 6284 0867 SSN - Zhang Li / Email ID : li.zhang@nkfs.org	WCR		URD
	628 HOUGANG NKF Hougang-Punggol Dialysis Centre BLK 628, Hougang Ave 8. #01-108. S (530628) Te l: 6284 1877 / Fax: 6284 0867 SSN - Zhang Li / Email ID : li.zhang@nkfs.org			
CP2	628 HOUGANG NKF Hougang-Punggol Dialysis Centre BLK 628, Hougang Ave 8. #01-108. S (530628) Te l: 6284 1877 / Fax: 6284 0867 SSN - Zhang Li / Email ID : li.zhang@nkfs.org	WCR		URD
	628 HOUGANG NKF Hougang-Punggol Dialysis Centre BLK 628, Hougang Ave 8. #01-108. S (530628) Te l: 6284 1877 / Fax: 6284 0867 SSN - Zhang Li / Email ID : li.zhang@nkfs.org			
GMH	Temporary Closure from 28th Apr 2025 onwards			URD

Authorised Signature: _____

Vendor's stamp : _____

JE1	240C JURONG EAST NKF Dialysis Centre Supported by Yuhua Grassroots Organisations BLK 240C Jurong East Ave 1. #01-01. S (603240) Tel: 6970 1847 / Fax: 6970 1849 <u>NM - Su Xiaoping / Email ID : xiaoping.su@nkfs.org</u>	WD1	825 WOODLANDS 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 <u>SSN - Thanagarai Malini / Email ID : thanagarai.malini@nkfs.org</u>
JW1	744 JURONG WEST Sheng Hong Temple-NKF Dialysis Centre BLK 744 Jurong West St 73. #01-19. S (640744) Tel: 6794 1061 / Fax: 6794 1071 <u>NM - Kumaresan Shanmugapriya / Email ID : shanmuga.p@nkfs.org</u>	WD2	365 WOODLANDS SCAL-NKF Dialysis Centre (Woodlands Branch) BLK 365 Woodlands Ave 5. #01-490. S (730365) Tel: 6362 4905 / 6362 3956 / Fax: 6362 5849 <u>NM - Rev Mark / SSN Yanoiu / Email ID : rev.mark@nkfs.org / yanoiu.huang@nkfs.org</u>
JW2	940 JURONG WEST NKF Dialysis Centre Supported by The Srivadhahanabakdi Foundation Blk 940 Jurong West Street 91. #01-441. S (640940) Tel: 6316 6246 / Fax: 6316 6194 <u>NM - Minimol / SSN Kang Jiani / Email ID : minimol.m@nkfs.org / jiani.kang@nkfs.org</u>	YS1	203 YISHUN Toa Payoh Seu Teck Sean Tong-NKF Dialysis Centre BLK 203 Yishun St 21. #01-239. S (760203) Tel: 6759 4002 / Fax: 6759 4003 <u>SSN - Murphy Ang / Email ID : murphy.ang@nkfs.org</u>
KKT	NKF CENTRE NKF Dialysis Centre Supported by Tay Choon Hye 81 Kim Keat Rd. S (328836) Tel: 65062291 / Fax: 6254 9947 <u>NM - Surban Louie / Francis / Email ID : louie.surban@nkfs.org / francis.palana@nkfs.org</u>	YS2	639 YISHUN Le Champ-NKF Dialysis Centre (Yishun Branch) BLK 639, Yishun St 61. #01-168, S (760639) Tel: 6257 1860 / Fax: 6257 1650 <u>NM - Syuhaidah Salleh / Email ID : syuhaidah@nkfs.org</u>
KLA	43 BENDEMEER 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 <u>NM - Leah / SSN Tintu / Email ID : leah.clavel@nkfs.org / tintu.thomas@nkfs.org</u>	YS3	840 YISHUN SCAL-NKF Dialysis Centre (Yishun Branch) BLK 840 Yishun St 81. #01-382, S (760840) Tel: 64813006 / Fax: 64813076 <u>NM - A. Kalaivani / Email ID : kalaivani.allimuthu@nkfs.org</u>
MSD	204 MARSILING Jo & Gerry Essery-NKF Dialysis Centre BLK 204 Marsiling Drive. #01-188. S (730204) Tel: 6368 0291 / Fax: 6368 0267 <u>NM - Smitha James / Email ID : smitha.james@nkfs.org</u>	YS4	YISHUN COMMUNITY HOSPITAL NKF Dialysis Centre Supported by Keppel 2 Yishun Central 2. #03-01 Yishun Community Hospital, S(768024) Tel: 6970 4213 / Fax: 6970 4216 <u>SNM - Pan Mei Yu / Email ID : meiyu.pan@nkfs.org</u>

Accepted By:

Authorised Signature: _____

Signatory's name : _____ Signatory's title : _____

Vendor's name : _____ Vendor's stamp : _____