RFP NO. 20261102

NKF Vendor Code of Conduct

At The National Kidney Foundation (NKF), we are committed to upholding the highest standards of integrity, transparency, and ethical behaviour in all our operations.

This Vendor Code of Conduct outlines the principles and expectations we have for all our vendors, suppliers, and partners. It is designed to ensure that our values are reflected in every aspect of our supply chain and that we work together to promote a culture of respect, and sustainability.

We expect our vendors to adhere to the following guidelines and to conduct their business in a manner that aligns with our commitment to ethical practices, legal compliance, and social responsibility. By working with us, you agree to uphold these standards and contribute to our mission of making a positive impact on the communities we serve.

1.0. Labour and Human Rights

1.1. Vendors must not engage in or support the use of forced or involuntary labour.

1.2. Vendors must comply with the applicable child labour laws and the minimum age for employment requirements in the country in which they operate.

1.3. Vendors must treat their employees with dignity and respect, including prohibiting harassment, abuse or any form of inhumane treatment.

2.0. Workplace, Safety and Health (WSH)

2.1. Vendors must ensure that employees can work in a safe and healthy environment, including adopting measures to prevent workplace accidents and injuries.

3.0. Protection of Personal Data

3.1. Vendors are expected to comply with all data security and data protection laws and legislation of the Republic of Singapore and/or the countries in which they operate.

4.0. Anti-Corruption & Anti-Bribery

4.1. NKF has zero-tolerance for any form of corruption or bribery and is committed to conducting business fairly and ethically.

4.2. Vendors must disclose any actual or potential conflict of interest as soon as they arise.

4.3. Vendors are prohibited from offering anything of value to NKF or any external parties for the purpose of directly or indirectly advancing their business interests with NKF.

4.4. Vendors must comply with all requirements on applicable laws and regulations for anti-corruption, anti-bribery and fraud in the country in which they operate.

5.0. Anti-Money Laundering & Counter Terrorist Financing

5.1. Vendors are not to engage or attempt to engage in any transaction involving proceeds derived from unlawful activities and/or dealings with individuals/entities who are the subject of international sanctions.

5.2. Vendors must comply with all applicable Anti-Money Laundering (AML) and Terrorist- Financing (TF) laws of the Republic of Singapore and/or the countries in which they operate.

6.0. Commitment to Sustainability Efforts

6.1. Vendors should strive to use resources efficiently, reduce carbon emissions and minimise environmental impact.

6.2. Vendors must comply with the applicable environmental laws, regulations and standards in the countries in which they operate.

Authorised Signature: _____ Vendor's stamp : _____