

INVITATION TO TENDER

Date: 29 November 2018

Dear Sirs

TENDER NO. 20181103

TENDER FOR THE SUPPLY AND DELIVERY OF ALCOHOL WIPES TO NKF

1. The National Kidney Foundation (NKF) invites tenders for the above requirement.
2. This invitation to tender incorporates the following documents enclosed herewith:
 - a) Conditions of Tender;
 - b) Conditions of Contract for Goods;
 - c) Requirement Specifications;
 - d) Price Schedule form;
 - e) Form of Tender;
 - f) Information about Tenderer;
 - g) Agreement to Terms and Conditions &
 - h) Other requirements/documents, if any: Schedule, Additional Terms and Conditions, Specimen of Banker's Guarantee, Performance Bond & Performance Guarantee
3. 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).
4. 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 (defined in the Conditions of Contract). The envelope is to be endorsed with the words "**Tender For The Supply And Delivery Of Alcohol Wipes**" and delivered by :

To deposit to : Tender Box A
Security Counter
National Kidney Foundation
81 Kim Keat Road
Singapore 328836
Attn: Ms Berlyn Liw
5. All tender bids must be received at the locations specified above, no later than **1500 hours on 12 December 2018, Wednesday** (the "**Closing Date**"). Tenders received after this deadline shall not be considered.
6. Your tender bid shall be irrevocable and open for acceptance by NKF for 180 days from the Closing Date.
7. Please note that your tender bid is subject to the terms of the Conditions of Tender.
8. If you have any inquiries relating to this invitation to tender, please contact Ms Berlyn Liw at telephone no. 6506 2153 or email to berlyn.liw@nkfs.org.

Yours faithfully



Name: Ms Joyce Tong
Title: Manager