



# Call for Quotations (RFQ)

**Project Title:** *Care at the Core: SGTUFF's Elderproofing Support for Staff in Retail, F&B & Service*

**Issued by:** SGTUFF Co-operative Limited

**Date of Issue:** 12 December 25, Friday

**Closing Date for Quotation Submission:** 26 December 25, Friday

---

## 1. Background

SGTUFF Co-operative Limited is implementing **Care at the Core**, a community project supported under the Empowering Communities Fund (ECF).

The programme aims to support low-income frontline workers in the retail, F&B and service sectors who are also caregivers to elderly family members. Many of these families face challenges such as unsafe home conditions, limited caregiving knowledge, and constrained financial resources.

The project seeks to enhance **elder safety, caregiving confidence, and overall household well-being** through a structured yet flexible approach that includes home-based support, environmental safety improvements, and targeted caregiver education.

---

## 2. Objective of the RFQ

SGTUFF invites vendors to submit quotations for the provision of goods and/or services stated under Programme Components and listed under Scope of Work which contributes to the programme's goals in the following broad areas:

- Home-based safety support for elderly dependents
- Environmental risk identification and improvement
- Foundational caregiver education and awareness
- Practical tools or equipment that support safe ageing-in-place

Vendors are also encouraged to propose solutions, methodologies, tools or frameworks that, in their professional assessment, will best meet the programme's objectives.

---

## 2A. Programme Components

### 1. Beneficiary Identification

Support will be provided to **30 low-income workers with elderly dependents**, identified via SGTUFF's employer network. The households will be divided as:

Tier	Description	No. of Households
1	Low Fall Risk (No Home Assessment)	21
2	High Fall Risk (With Home Assessment)	9

### 2. Home Safety Assessment

Tier 1 and 2 households receive a **professional home safety and dengue risk assessment**, which will guide tailored modifications.

### 3. Elderproofing Modifications

- **For all households (Tier 1 & 2):** Anti-slip mats, sensor lights, first aid kits
- **For Tier 2 households (additional):** Bedrails, pill boxes, bedside lamp

### 4. Education & Awareness

All households receive materials and guidance covering:

- Lasting Power of Attorney(LPA)
- Dengue prevention
- Mental health
- HealthierSG
- Social support and community resources

Tier 2 households additionally receive **caregiver training** and **vital signs monitoring kits**.

### 5. Timeline

The overall elderproofing programme will be implemented over **3 months**, concluding by **1<sup>st</sup> July 2026**.

---

## 3. Scope of Work

Vendors are requested to provide itemized quotations for the following components:

No.	Description	Category	Estimated Quantity	Remarks
1	Homecare, safety & dengue environment assessment (including implementation support and delivery of materials)	Professional Fees (Tier 1 and 2)	30 households (21 Tier 1, 9 Tier 2)	On-site visits required
2	Basic Elderproofing Materials such as Edge corner guards, non slip furniture pads, anti-slip mats, motion sensor lights, first aid bags, health screening packages)	Materials & Supplies	30 sets	Given to beneficiaries
3	Additional Elderproofing Materials such as (Tier 2 only) – bedrails, bedside lamps, pill boxes, step stools, cable management boxes, medication box	Materials & Supplies	9 sets	As recommended by assessment
4	Educational & Awareness Materials (Lasting Power of Attorney, Social Support, Dengue, Mental Health, HealthierSG)	Materials & Supplies	30 sets	Print or digital acceptable
5	Additional Caregiver Training	Professional Fees	9 sessions	For Tier 2
6	Additional Equipment for Tier 2 (BP monitors, vital signs sheets, etc.)	Materials & Supplies	9 sets	

## 4. Quotation Requirements

Quotations should include:

- Breakdown of materials, labour, delivery, and installation (if any)
- Costs of goods and services
- Delivery and installation timelines
- Company profile & relevant experience
- Payment terms

## 5. Project Timeline

- **Project Start Date:** 1 Apr 2026

- **Project End Date:** 1 July 2026  
All goods and services must be provided within this period, with coordination from SGTUFF.
- 

## 6. Submission Details

Please submit quotations and all supporting documents by **26<sup>th</sup> December 2025** to:

✉ [kerine@sgtuff.org.sg](mailto:kerine@sgtuff.org.sg)

**Subject line:** *Quotation Submission – Care at the Core Project*

---

## 7. Evaluation Criteria

- Quality and reliability of materials or services
  - Relevant experience
  - Delivery and implementation capacity
  - Compliance with project requirements
- 

## 8. Payment Terms

- **50%** upon award of the project
  - **30%** upon completion of all works
  - **20%** one month after completion of all works
- 

## 9. Contact for Enquiries

Kerine Tay

Project Liaison, SGTUFF Co-operative Limited

☎ +65 8845 6623

✉ [kerine@sgtuff.org.sg](mailto:kerine@sgtuff.org.sg)