

**Hong Kong Science and Technology Parks Corporation**  
**Works Contract No. : P&F/WC/115**  
**Development of Hong Kong Science Park Phase 3 -**  
**Main Works Contract for Phase 3a and 3b**  
**Invitation for Expression of Interest and Provision of Information for Shortlisting**

We, on behalf of our Employer, Hong Kong Science and Technology Parks Corporation (HKSTP), are pleased to invite you to declare interest in being included on a shortlist for the Main Works Contract to Phase 3a and 3b of the Hong Kong Science Park. Please note that this is a new Invitation and all interested, qualified companies or Joint Ventures (irrespective of responding to previous Invitations) are required to confirm interest in accordance with the requirements of this letter, in order to be considered.

For your information, all confirmed contractors on the current List of Approved Contractors for Public Works in Group C for Buildings Category maintained by Development Bureau are being similarly approached to express interest and submit information for shortlisting

Joint venture arrangement will also be considered.

**Phase 3a and 3b Works**

The Phase 3a and 3b Works comprise the construction of three (3) Research and Development Office and Laboratory buildings, with associated retail and ancillary facilities, External and Landscaping Works, Link-bridge and Public Transport Interchange of a total gross floor area (GFA) of some 67,000m<sup>2</sup>. Two of the buildings are nine (9)-storey, with seven (7) typical upper floors, whilst the other is eight (8)-storey, with six (6) typical upper floors. All the buildings have an overall height, above datum, of approximately 58m. The Main Works for Phase 3a and 3b are anticipated to commence in the second quarter of 2012 and complete in the fourth quarter of 2013.

**Preliminary Scope of Works**

The preliminary scope of the Works is provided in Annex I.

**Submission Requirements**

In order to be included on the shortlist, you are required to:-

1. Submit formal confirmation of your interest in being included on the shortlist, including the provision of relevant information, as outlined in Annex III, that shall be used for shortlisting purposes;
2. Submit additional documents, as outlined in Annex IV that shall not be used for assessment purposes.
3. Submit the completed two (2) Forms of Authorization, as attached at Annex VII and Annex VIII for past performance and financial status respectively

Annex III and Annex IV shall be submitted in **one (1) hard copy** in a sealed envelope **no later than 12:00 noon on 21<sup>st</sup> December 2011**. The envelope shall be marked on the face with the Subject of the Submission, Title and the Name of Company according to the template as shown in Annex V. The envelope shall be placed in the "Tender Submission Box" as located on the Layout Plan in Annex VI.

## **Shortlisting Procedure**

You should note that assessment shall be performed strictly on the information provided under your submission of Annex III. Further, the assessment shall be undertaken on a 'PASS'/'FAIL' basis with shortlisted companies requiring to achieve a 'PASS' for each and every requirement. Any company or joint venture which does not satisfy all requirements shall not be included in the shortlist.

You should also note that, should any of your submitted information be found to be non-compliant or incorrect, at any stage, then you shall not be taken forward to the shortlist. You should also note that HKSTP does not bind itself in shortlisting any company to be a tenderer for Main Works Contract for Phase 3a and 3b, in response to this invitation.

Your attention is drawn to the fact that a briefing session may be arranged at the tender stage following completion of short-listing or during the tender stage. All short-listed companies inclusive of any joint ventures will be invited to attend this meeting, if required. The identities of the short-listed companies or joint ventures may be revealed when attending such a meeting or where public interest so requires. The Employer shall not be liable for any claims, loss or damages arising from the disclosure of the identity of any shortlisted tenderers during such occasions.

## **Executive Project Management (EPM) Services, Lead Design Consultancy (LDC) Services and Quantity Surveying Consultancy (QSC) Services**

HKSTP has awarded the provision of the Executive Project Management Services (EPM) to Mace Limited, Lead Design Consultancy Services (LDC) to Simon Kwan & Associates Ltd. and the Quantity Surveying Consultancy (QSC) Services to Rider Levett Bucknall Ltd. for the development of Science Park Phase 3. In order to avoid any conflict of interest, any company and / or its Designers, Engineers, sub-contractors or staff that have been awarded a Contract for provision of the EPM, LDC, QSC and / or any sub-consultancy services shall not be permitted to tender either individually or through a related company for any other consultancies or Works Contracts relevant to the Development of Science Park Phase 3. You shall declare any conflict of interest in your response to this Expression of Interest.

## **Enquiries**

Enquiries concerning the above should be addressed to the Executive Project Manager (Mace Ltd.) representative, Mr Louis Yung at [Louis.Yung@macegroup.com](mailto:Louis.Yung@macegroup.com).

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**Preliminary Outline Scope of Works**

**Main Works Contract/ Sub-Contract Arrangements:**

The Main Works will be a Lump Sum Contract without fluctuations. The Form of Main Contract shall be the Government of the Hong Kong Special Administrative Region General Conditions of Contract for Building Works – 1999 Edition (Form GF 541) as modified by the Special Conditions of Contract.

The Main Works Contractor shall be required to enter into a Sub-Contract with a Nominated Sub-Contractor (NSC) for External Curtain Wall and Glass Wall Systems. The Form of Sub-Contract shall be the Sub-Contract for Building Works, 2000 Edition.

The Main Works Contractor shall also be required to enter into Sub-Contracts with certain domestic Specialist Sub-Contractors (SSC), from an Employer-provided shortlist. Specialist Sub-Contractors shall be engaged under HKCA's Standard Form of Domestic Sub-Contract 2008 Edition with special conditions of sub-contract. The Main Works Contractor shall be fully responsible for their performance.

The Main Works Contractor shall also be required to work jointly with the Employer and Project Team on the procurement of certain other domestic, Jointly Selected Sub-Contractors (JSSC). The Sub-Contract form to be utilised shall be the Main Works Contractor's own domestic form.

**Works description:**

The Phase 3a and 3b Foundations are currently under construction and due to complete in the 2<sup>nd</sup> quarter of 2012. The completed pile caps, ELS and formation levels shall be handed over in stages to the Main Works Contractor for the construction of the Phase 3a and 3b Main Works.

The preliminary outline scope of the Main Works is the construction and completion of three (3) Research and Development Office and Laboratory buildings with basement, Multi-Purpose Hall, Central Events Plaza, Terraced Garden, Landscaped Podium Deck, Central Car Park, Pedestrian Linkbridge, Public Transport Interchange, External Works, Road Works and Drainage Works etc, of which the following elements are part:-

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(a) Structural Works (domestic)

- Structural works from the basement slab to the roof with columns, slabs, beams, walls, staircases, composite structures, transfer structures, watertanks, etc
- Steel trusses and structures etc
- Raft foundation and superstructure to carpark.

(b) Architectural Works (domestic)

- Supply and installation of ceiling finishes, wall finishes, floor finishes, doors, carpenter and joinery works, steel and metal works, ironmongery, sanitary fittings, fire shutters
- Roofing, tanking, waterproofing,
- Hard landscaping,
- External road works, etc

(c) MEP Works (domestic)

- Supply and install heating, cold & hot water system, drainage and plumbing system, rainwater recycling system, rainwater disposal system, irrigation system, filtration system, town gas system, technical gas, etc

(d) Fitting Out Works (domestic)

- Floor, wall and ceiling finishes etc.

(e) LEED and BEAM Plus

- The Main Works Contractor shall work in accordance with LEED and BEAM Plus requirements in order to enable the obtainment of LEED Platinum and BEAM Plus Platinum certification, for one building, and BEAM Plus Platinum certification (only) for the other two buildings. The Main Works Contractor shall adhere with specific requirements in order to enable the above certification to be obtained.

(f) Nominated Sub-contract Works (NSC)

- Design, Supply and Construction of External Curtain Wall and Glass Wall Systems.

(g) Domestic Specialist Sub-contract Works (SSC )

- Design, Supply and Installation of Lifts and Escalators.
- Supply and Installation of Electrical Works.
- Supply and Installation of Mechanical Ventilation and Air Conditioning Works.
- Supply and Installation of Fire Services Works.
- Design, Supply and Installation of Building Management System.
- Upgrade and Extension of the Existing Automated Refuse Collection System.

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- (h) Jointly Selected Sub-contract Works (JSSC)
- ELV Installation including Security and Smart Card System (SSCS)
  - Information Technology and Telecommunication (IT&T)
  - Interior Fitting-out
  - Soft Landscaping
  - Supply and Installation of Raised Access Floor Systems and False Ceilings
  - Other works to be determined.
- (i) The Main Works Contractor shall be responsible for the co-ordination, interfacing and provision of attendances to all sub-contractors, including all NSCs, SSCs and JSSCs.
- (j) The Main Works Contractor shall note that there shall be Works interfaces within the existing Science Park Phases 1 and 2 and that the Phase 3a and 3b Main Works scope shall also include some Works beyond the Phase 3a and 3b Site boundary.

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**Acknowledgement Slip**

To : Mace Limited  
Attn. : Mr. Louis Yung  
Fax : (852) 2994 3434

Dear Sirs,

**Works Contract No. : P&F/WC/115**  
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**Expression of Interest and Provision of Information for Shortlisting**

We confirm that we shall / shall not (delete as appropriate) be submitting a letter to confirm our interest on provision of information for shortlisting purpose

Received by : \_\_\_\_\_  
(Company Name)

Signature : \_\_\_\_\_  
(Authorized Signature)

Date : \_\_\_\_\_

Company Chop : \_\_\_\_\_

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**Shortlisting Requirements:**

1. The prospective company shall provide evidence of its status as a confirmed contractor on the List of Approved Contractors for Public Works in Group C for Buildings Category maintained by the Development Bureau. Furthermore, the company shall also be a Registered General Building Contractor registered under Buildings Ordinance (Cap. 123). The prospective company shall confirm that it is not currently 'probationary status' nor suspended to tender, nor having been notified of such future status from the Development Bureau;
2. The prospective company shall have had experience in, and provide evidence<sup>1</sup> of, the completion of at least one (1) building contract<sup>2</sup> of contract value exceeding HK\$1.0 billion within the immediate past six (6) years;
3. The prospective company shall have had experience in, and provide evidence<sup>3</sup> of, the completion of at least one (1) building contract attaining HK BEAM / BEAM Plus / LEED or equivalent accreditation within the immediate past six (6) years;
4. The prospective company shall have had experience in, and provide evidence<sup>5</sup> of, the completion of at least one (1) new build office building and/or research/ laboratory related contract within the immediate past six (6) years.
5. Where a joint venture is proposed, the prospective joint venture shall satisfy the following criteria:
  - (a) Confirm the nature of the joint venture (incorporated or unincorporated) and the name of the lead participant/shareholder.
  - (b) Lead participant/shareholder of the joint venture must be a contractor fulfilling the requirements in item 1 above.
  - (c) Each participant/ shareholder in the joint venture shall have had experience in, and provide evidence<sup>1</sup> of, the completion of at least one (1) building contract<sup>2</sup> of contract value exceeding HK\$500 million within the immediate past six (6) years;
  - (d) At least one participant/ shareholder in the joint venture shall have had experience in, and provide evidence<sup>1</sup> of, the completion of at least one (1) building contract<sup>2</sup> of contract value exceeding HK\$1.0 billion within the immediate past six (6) years;
  - (e) At least one participant/ shareholder in the joint venture shall have had experience in, and provide evidence<sup>3</sup> of, the completion of at least one (1) building contract attaining HK BEAM / BEAM Plus / LEED or equivalent accreditation within the immediate past six (6) years;
  - (f) At least one participant/ shareholder in the joint venture shall have had experience in, and provide evidence<sup>4</sup> of, the completion of at least one (1) new build office building and/or research/laboratory related contract within the immediate past six (6) years.

For footnotes, please see over page.

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Footnotes from previous page:-

- 1 Evidence to confirm contract value shall be either a copy of an acceptance letter or latest payment certificate. Completion evidence shall be a copy of the relevant contract's Completion Certificate.
- 2 Eligible building contracts shall include build-only and/ or design and build contracts. Construction Management or Project Management contracts shall not be eligible.
- 3 Evidence to confirm HK BEAM/ BEAM Plus/ LEED or equivalent accreditation shall be a copy of the relevant certification body's accreditation certificate, with evidence of the Company's involvement in the contract. In the event that accreditation is incomplete, pre-assessment (design assessment) documentation shall be accepted.
- 4 Evidence shall be a complying description of the contract, with a copy of an acceptance letter or latest payment certificate. Completion evidence shall be a copy of the relevant contract's Completion Certificate.

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**Additional Documents:**

1. Provide a list of all building projects your Company has undertaken within the last five (5) years. The list is to include Project Name, Project Location, Client Name, Details of Project Team, Date of Commencement, Project Status (ongoing/completed), Form of Contract, Description of Works, Contract Value and whether any LEED/BEAM Plus or equivalent certification was obtained.
2. Provide evidence with certified true copy of audited accounts for the immediate past three (3) years and latest half-yearly management accounts that demonstrate compliance with the requirements of the “Contractor Management Handbook Appendix 2A – Financial Criteria for Retention on the List and Requirements for Acceptance of a Tender.”

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**Template to be Marked on the Returning Envelope**

**RESTRICTED (TENDER)**

To: Vice President  
Projects and Facilities Division

Tender Submission Box  
8/F, Bio-Informatics Centre  
No. 2 Science Park West Avenue  
Hong Kong Science Park  
Pak Shek Kok, N.T.  
Hong Kong

Re: Expression of Interest and Provision of Information for  
Shortlisting

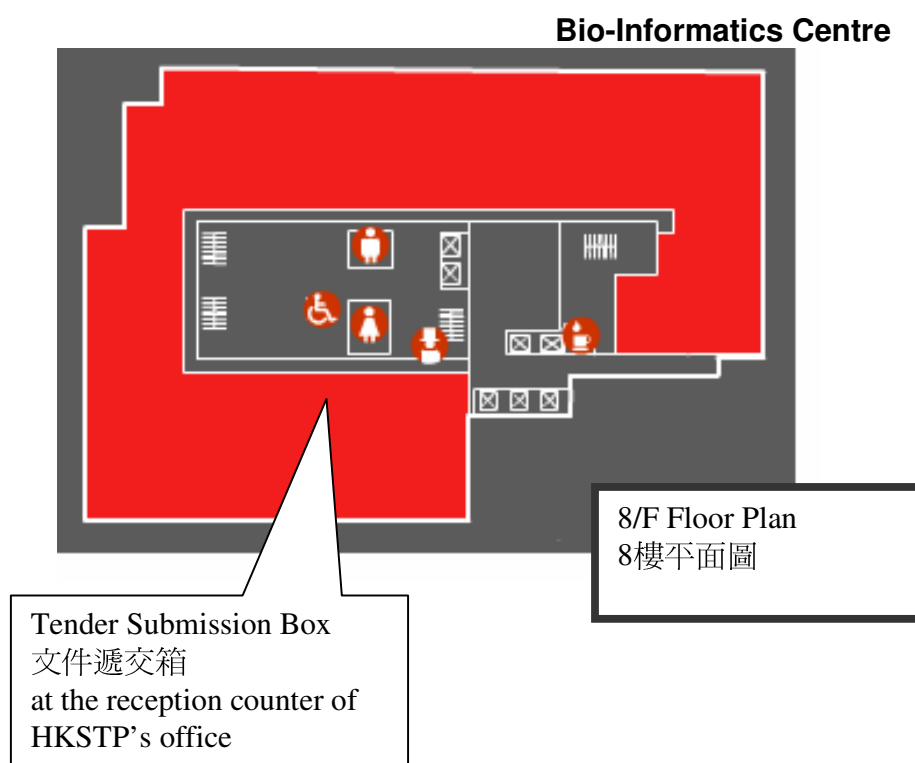
Title: Works Contract No.: P&F/WC/115  
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Submitted By:

\_\_\_\_\_

Hong Kong Science and Technology Parks Corporation  
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Location of Tender Submission Box



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**Form of Authorization**

To : Hong Kong Science and Technology Parks Corporation  
8/F, Bio-Informatics Centre  
No. 2 Science Park West Avenue  
Hong Kong Science Park  
Pak Shek Kok, N.T.  
Hong Kong

Dear Sirs,

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I / We authorize Hong Kong Science and Technology Parks Corporation, to obtain my / our performance rating held in the Development Bureau's Contractor's Performance Index System and my / our performance reports, all conviction records and status of suspension kept by Development Bureau.

Applicant Company: \_\_\_\_\_

Title / Name :	
Signature : (with Company Chop)	
Date :	

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To : Hong Kong Science and Technology Parks Corporation  
8/F, Bio-Informatics Centre  
No. 2 Science Park West Avenue  
Hong Kong Science Park  
Pak Shek Kok, N.T.  
Hong Kong

Dear Sirs,

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I / We authorize Hong Kong Science and Technology Parks Corporation, to obtain my / our financial status according to Appendix 2A of Development Bureau's Contractor Management Handbook.

Applicant Company: \_\_\_\_\_

Title / Name :	
Signature : (with Company Chop)	
Date :	