Experience Centre Establishment
For Hong Kong Science and Technology Parks Corporation

No. OPS/FM/CA/17/001
Expression of Interest

1. Invitation for Expression of Interest

Hong Kong Science and Technology Parks Corporation (HKSTP) is inviting professional Total Solution Consulting firms (TSC) to express their interest in providing design, supply & build for a tailor-made Experience Centre with the aid of state-of-art technologies. This Experience Centre is aimed to provide a front-end touch and feel of HKSTP. This is a lump-sum project including design, supply, sourcing, partners with supplying contractor and build.

2. Description of Hong Kong Science and Technology Parks Corporation

HKSTP is a statutory body that has a goal to transform Hong Kong into the regional hub for innovation and technology development. HKSTP comprises Science Park, InnoCentre and Industrial Estates.

Hong Kong Science Park

Hong Kong Science Park is located at Tolo Harbour waterfront in Pak Shek Kok, New Territories. A 22-hectare parcel of land has been allocated to the Park for its development. The Park has been developed in 3 phases, offering a total of 330,000 sqm gross floor area of top grade offices and laboratories for high-tech research and development for Hong Kong.

Phase 1, Phase 2 and Phase 3 were fully developed in 2004, 2008 and 2016 respectively. As of June 2017, HKSTP has attached more than 623 technology companies, both local and international, which employ a workforce close to 13,000 in the Park.

The Park is developed with state-of-the-art infrastructure, aiming to bring together world-class technology and a highly-skilled workforce in a purpose-built environment. It is designed to accommodate companies of all sizes and stages of development and to promote interaction and innovation at both local and global levels. The Park primarily creates a perfect environment for 5 focused technology clusters and 3 technology platforms:

Technology clusters:
- Biomedical Technology
- Electronics
- Green Technology
- Information & Communications Technology
- Material and precision Engineering

Technology platforms:
- Smart City
- Healthy Ageing
- Robotics
InnoCentre

Launched in 2006, InnoCentre is home to the city’s aspiring and most talented design companies. Here, in an ultra-creative working environment, companies can focus and bring their ideas to life, while HKSTP’s experts help train up the city’s next generation of talent. InnoCentre offers the ideal environment for creating game-changing products that solve everyday problems. The focused design sectors include Product and Services Design.

InnoCentre is a 7 storey building with two (2) levels of basement, completed in 1995. The total gross floor area of the Centre is about 260,000 sq. ft. and there are 92 Nos. of parking spaces at the basement.

Industrial Estate

With a view to enhancing the value chain of the innovation and technology (I&T) industries in Hong Kong, the HKSTP has implemented a revamped IE Programme (IE2.0) to promote re-industrialization for smart production and high value-added industries to be established in Hong Kong.

Under the new IE2.0, the key mandate of HKSTP would be to utilize the land on its IEs more efficiently to support Science, Innovation and Technology (SIT) based industries which are vital to the sustained growth of our economy.

Since 2016, HKSTP will mainly construct and manage specialized high efficiency multi-storey industrial buildings for rent to multi-users instead of granting sites to single users for building their own factories. Only in exceptional cases of meritorious projects would HKSTP consider granting sites on long lease to applicants to build standalone factories.

Currently the three Industrial Estates, in Tai Po, Tseung Kwan O and Yuen Long, play host to a myriad of local, regional and international companies whose core businesses are manufacturing, data centres, pharmaceutical processing, recycling, and media services.

3. Scope of Service

The TSC will perform design, supply & build services for the Experience Centre Establishment of HKSTP, the scope includes:

- Conceptual discussion to understand the goal and requirements;
- Preliminary journey design and technologies recommendations;
- Coordinate with technologies providers, while some vendors might be nominated by HKSTP;
- Detailed design development with renderings, detailed plans, drawings, material samples, details of furniture and graphic & program production, etc;
- Present the design approach and get approval from HKSTP;
- Perform renovation, sourcing and device installation;
- Provide technical support and maintenance of Experience Centre including all equipment for 3 years; and
- Manage time, budget and quality throughout the design to construction period in lump-sum fee.
4. Proposed Project Schedule

The following is the proposed project schedule and may be adjusted as necessary during the procurement of services.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date</th>
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<tbody>
<tr>
<td>Issue of Expression of Interest (EOI)</td>
<td>Dec 2017</td>
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<tr>
<td>EOI assessment and shortlist tenderers for detailed Proposals</td>
<td>Jan 2018</td>
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<tr>
<td>Issue Request for Proposal (RFP) to the shortlisted TSC tenders for submission of detailed Technical Proposal and Price Proposal</td>
<td>Feb 2018</td>
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<tr>
<td>Detailed Proposals assessment</td>
<td>Mar 2018</td>
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<tr>
<td>Tender award</td>
<td>Apr 2018</td>
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<tr>
<td>Commencement of Experience Centre</td>
<td>Oct 2018</td>
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5. Submission of Expression of Interest

Interested company is requested to submit the following information in triplicate (3 copies):

a) Capabilities and Relevant Experience:
   (i) To provide the information of company background, such as:
     - No. of years in providing total solution for design, supply & build with interactive technologies in Hong Kong /& overseas and the extent and nature of services;
     - Project Reference; and
     - Clients list.
   (ii) To provide a summary to demonstrate the relevant Experience centre solutions implemented by your company with information such as:
     - Name of projects and dates completed;
     - Scale of projects, such as how many kind of technologies are used.

* If there is no project reference related to Experience Centre, please provide detailed vision and plan for this Experience Centre development.

b) Staff Resources:
   (i) To provide the staff resource information, such as:
     - Knowledge, experience and capability of key staff;
     - Total number of staff directly employed by your company in Hong Kong, Asia-Pacific and overseas (excluding staff from out-sourced subcontracts)
     - Organisation Chart of your company in Hong Kong showing the company structure and no. of staff;
     - Identify the task distribution for this design, supply & build project in the Organisation Chart; and
     - The curriculum vitae of the key staff likely to be employed for the services.
c) General Performance Record:

(i) To provide general performance record information, such as:
   - Performance record and award; and
   - Letters from different clients with positive response (i.e. indicating above average performance) for reference.

d) Interactive Technologies Solution with/ without Proposed Partners

(* If partner company is not required for the interactive technologies solution, please provide detailed strategies for program design, sourcing and installation for interactive technologies solution.)

(i) To provide the information of partner company background, such as:
   - No. of years in providing state-of-art technologies solution in Hong Kong /& overseas and the extent and nature of services;
   - Project Reference; and
   - Clients list.

(ii) To provide a summary to demonstrate the relevant Experience Centre solutions implemented by partner company with information such as:
   - Name of projects and dates completed;
   - Scale of projects, such as how many kind of technologies are used.
   
* If there is no project reference related to Experience Centre, please provide detailed vision and plan for this Experience Centre development.

(iii) To provide Staff Resources of partner company, such as:
   - Knowledge, experience and capability of key staff;
   - Total number of staff directly employed by partner company in Hong Kong, Asia-Pacific and overseas (excluding staff from out-sourced subcontracts);
   - Organisation Chart of partner company in Hong Kong showing the partner company structure and no. of staff;
   - The curriculum vitae of the key staff likely to be employed for the services.

(iv) To provide general performance record information of partner company, such as:
   - Performance record and award; and
   - Letters from different clients with positive response (i.e. indicating above average performance) for reference.

Late submissions or submissions that do not conform to the requirements will NOT be considered. At this stage, the submission is NOT intended to be comprehensive, please limit your submission to the requested items above.
6. Selection Criteria

Suitable firms will be short-listed for submission of detailed technical and fee proposals.

HKSTP will solely base on the self-contained submission as mentioned above for short-listing. The selection criteria are set as follows:

- Capabilities and Relevant Experience (40%)
- Staff Resources (25%)
- General Performance Record (15%)
- Interactive Technologies Solution with/ without Proposed Partners (20%)

It is the intention of HKSTP to short-list appropriate firms, who meet our minimum requirements of a total aggregate score of 50%, from this EOI submission for further submission of detailed technical and price proposals. HKSTP is NOT bound to invite any company to further submit any bids. It should be noted that HKSTP will NOT be responsible for the reimbursement of any cost incurred for the preparation of the submission.

7. Closing Date

All submissions should be deposited into the Tender Box situated at the Head office of HKSTP at the following address before **12:00 noon, 12 January 2018**:

Hong Kong Science and Technology Parks Corporation  
8/F, Bio-Informatics Centre  
No. 2 Science Park West Avenue  
Hong Kong Science Park  
Shatin, New Territories  
Hong Kong

The envelope should be clearly marked as follows:

**Experience Centre Establishment for Hong Kong Science & Technology Parks Corporation, Agreement No. OPS/FM/CA/17/001, Expression of Interest**

All enquiries should be directed to Ms. Yolanda Au  
Tel No. 2629 6747 or Email yolanda.au@hkstp.org

In case that typhoon signal No. 8 or above and/or Black Rainstorm warning is hoisted before and remains hoisted beyond the closing time, the closing time and date will automatically be deferred to 12:00 noon on the next earliest possible working day, namely Monday to Friday. In case any Expression of Interest submitted before the revised closing time, they shall be allowed to be withdrawn and re-submitted by the respective companies.