



Works Contract No. PD/WC/266
Fit-Out Works for LR72 Expansion Area at 1/F, InnoCentre (“LR72 – Phase 1”)
Invitation to Expression of Interest (EOI)

Description

The Hong Kong Science and Technology Parks Corporation (HKSTP) is now inviting qualified and experienced contractors with relevant interior and fitting-out works experience for co-working office spaces to declare interest, in strict confidence, for the provision of Design & Build Services for this fit-out project.

General Scope

HKSTP plans to convert the existing space in Unit 129 to 139 of for LR72 Expansion Area at 1/F, InnoCentre. The LR72 Expansion Area is to provide co-working + start-up networking environment for STEP participants, related universities start-up programme team and incubatees in selected areas such as Fintech and e-commerce. The project shall achieve a seamless integration with the existing LR72 aesthetically, spatially, technologically and functionally. The estimated Gross Floor Area (GFA) is about 305m²(3,280ft²). The project is expected to be completed in 1Q2021. The estimated total construction cost is under HK\$5M.

The contractor shall comprise of a team capable at covering the overall multi-disciplinary design, design management, construction management, coordination, construction and installation and all activities as described in the Final Project Brief to be issued to short-listed parties. The services shall include but not limited to all work stages including inception, design, documentation, coordination with the Employer’s Representative and NSCs etc., construction, construction management, testing and commissioning and post-handover phases etc. for the works contract.

Qualifying Criteria

The minimum criteria to be satisfied for long-listing purposes are as follows:-

- a) Tenderer shall have completed at least 2 office Design & Build fitting out and/or renovation projects in HK in the past five years counting from the final date set for the close of tender. Each project shall have a GFA not less than 300m²; and
- b) Tenderer shall have completed a Design & Build fitting out and/or renovation project in HK (excluding pure residential) with the contract value not less than HK\$4.5M in the past five years counting from the final date set for the close of tender.

Avoidance of Conflict of Interest

In order to avoid any conflict of interest, any company that is awarded a contract for provision of this interior fit-out works shall not be permitted to tender either individually or through a related company for another other consultancies or works contracts related to this Works.

Submission Requirements

Interested parties are required to returned the Acknowledgement Slip (Annex I) by email to ice.kwok@hkstp.org on or before **5:00pm on 16 October 2020** and submit the completed proforma as required to formally declare such interest via letter in a sealed envelope by, latest, **12:00 noon on 19 October 2020** addressed to:

Chief Project Development Officer
Hong Kong Science and Technology Parks Corporation
5/F, Building 5E,
5 Science Park East Avenue,
Hong Kong Science Park, Shatin, N.T., Hong Kong

Details of the tender and submission requirements can be obtained via our website at -
<https://www.hkstp.org/en/quick-links/tender-notice/>

Should you have any queries, please contact Mr. Jonathan Yu at jonathan.yu@hkstp.org and Ms. Ice Kwok at ice.kwok@hkstp.org.



HONG KONG SCIENCE AND TECHNOLOGY PARKS CORPORATION
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Annex I – Acknowledgement Slip

We hereby confirm that we ***are / are not** interested in the captioned works. We also acknowledge that should any of our submitted information be found to be incorrect or non-compliant, at any stage, we shall not be taken forward for long-listing purposes and tender submission for the captioned works.

Authorized Signature with Company Chop: _____

Name of Prospective Company: _____

Date: _____

***delete as appropriate**

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Annex II – Qualifying Criteria

- a) Tenderer shall have completed at least 2 office Design & Build fitting out and/or renovation projects in HK in the past five years counting from the final date set for the close of tender. Each project shall have a GFA of not less than 300m²; and
 - b) Tenderer shall have completed a Design & Build fitting out and/or renovation project in HK (excluding pure residential/commercial project) with the contract value of not less than HK\$4.5M in the past five years counting from the final date set for the close of tender.
1. The attention of the prospective company is drawn to the following Notes for the minimum experience requirements:-
- (i) Experience gained in the capacity of a sub-contractor WILL be considered. The experience of a parent, subsidiary or affiliated company will NOT be considered.
 - (ii) Contracts which are still on-going, irrespective of the date of commencement of the contract, will NOT be considered.
 - (iii) Completion here means “certified substantially or practically completed” by the Client, Architect, Interior Designer, Engineer, Surveyor, Project Manager, or equivalent, and applies to the contract as a whole (excluding Defects Liability Periods or Maintenance Periods). Should the above evidence be not applicable, the other appropriate Completion evidence WILL be considered.
 - (iv) The “immediate past 5 years” shall be the period taken from the original date set for the close of pre-qualification and not be affected by any extension.
 - (v) Multiple Sub-contracts under a single overall building project WILL be considered, provided that clear evidence is submitted to demonstrate such.

We hereby write to confirm our intention in undertaking Design and Build Project for Off-Campus Co-Working Space:

Qualifying Criteria	
Project reference no. 1 for Building Works	
Confirmation for Compliance	
Name of Contract	
Contract with GFA of not less than 300m ²	(Y / N) *
Completed from the immediate past 5 years	(Y / N) *
Project reference no. 2 for Building Works	
Confirmation for Compliance	
Name of Contract	
Contract with GFA of not less than 300m ²	(Y / N) *
Completed from the immediate past 5 years	(Y / N) *
Project reference no. 3 for Building Works	
Confirmation for Compliance	
Name of Contract	
Contract Value (HK\$) over HK\$4.5M	(Y / N) *
Completed from the immediate past 5 years	(Y / N) *

* Delete as appropriate

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Annex III – Template to be marked on the Returning Envelope

RESTRICTED (TENDER)

To: Chief Project Development Officer, Project Development
Hong Kong Science and Technology Parks Corporation
5/F, Building 5E,
5 Science Park East Avenue,
Hong Kong Science Park, Shatin, N.T., Hong Kong

Re: **Invitation to Expression of Interest (EOI)**
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Submitted By: _____

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Annex IV – Location Plan of the Tender Submission Box

Location of Tender Submission Box



Photo of Tender Submission Box at G/F, Building 5E