



**Hong Kong Science and Technology Parks Corporation
Invitation to Expression of Interest for the
Supply and Installation of Furniture, Equipment and Ancillary Works for
InnoCell**

Description

InnoCell is a newly built residential institution building with 392 flat units and will be in full operation before 2Q2021. The Hong Kong Science and Technology Parks Corporation (HKSTP) is now inviting vendor and contractor to supply and installation of below items and inviting contractor to declare interest in strict confidence.:

- Sports equipment, game equipment, café equipment and accessories
- Loose Furniture
- Ancillary works but not limited to the A&A works and minor works

The vendor or contractor will be required to coordinate the above works with the building operator. For description of works please refer to Annex I for more details.

The works shall be carried out in February 2021.

Qualifying Criteria

The minimum criteria to be satisfied for short-listing and prequalification purposes as follows:-

- a) Vendor or contractor shall have similar experience in supply and installation of furniture, equipment and ancillary works

Submission Requirements

Companies interested in the above are required to formally declare such interest via letter in a sealed envelope by, latest, noon on 1 February 2021 addressed to:

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

Details of the tender and submission requirements refers enclosed Annex I – Annex V

Should you have any queries, please contact Ms. Jackie Lo at jackie.lo@hkstp.org.

Annex I

HKSTP, InnoCell

Supply and Install of Miscellaneous Items (Sports and Game Equipment, Furniture, etc.)

Work contract Agreement No. PD/WC/277 (“Agreement”)

Invitation for Expression of Interest (EOI) and Shortlisting

The Project Brief

1. Background

1.1 InnoCell is a newly built residential institution building with 392 flat units and will be in full operation before 2Q2021. The Hong Kong Science and Technology Parks Corporation (HKSTP) is now inviting vendor and contractor to supply and installation of below items and inviting contractor to declare interest in strict confidence:

- Sports equipment, game equipment, café equipment and accessories
- Loose Furniture
- Ancillary works but not limited to the A&A works and minor works

2. Project timeframe

2.1 The supply and install work as stated in Section 1 shall be carried out in February 2021. The InnoCell is targeted to be in full operation before 2Q2021.

2.2 All delivery goods on site, site access and related site works, shall be liaised with the building management operator to ensure minimum disturbance to daily operation of InnoCell.

3. Scope of works

3.1 The scope of works include:

- i. Supply and install sports equipment and accessories for the quantities as stated in drawings and specifications. Provide necessary steel fixing to main structure for Yoga activity at function room;
- ii. Supply and install game equipment for the quantities as stated in drawings and specifications;
- iii. Supply and install equipment for Cafe operation, including but not limited to coffee machine, grinder, refrigerators, etc., as stated in drawings and specifications;
- iv. Provide loose furniture as per drawings and specifications;
- v. In order to provide full functionality of the cafe, minor work items as shown in specification and drawings shall be carried out, such as additional power supply for cafe equipment and floor drain provision;

Annex I

- vi. Liaise with InnoCell building management operator for the delivery, installation and testing & commissioning for the supplied equipment;
- vii. Sufficient protection for the supplied equipment before the handover.
- viii. Liaise with Lead Architectural Consultant for statutory submission, if required.

Annex II

HKSTP, InnoCell

**Supply and Install of Miscellaneous Items (Sports and Game Equipment, Furniture, etc.)
Work contract Agreement No. PD/WC/277 (“Agreement”)**

Invitation for Expression of Interest (EOI) and Shortlisting

Template to be marked on the returning envelope

RESTRICTED (TENDER)

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

Re: HKSTP, InnoCell
Supply and Install of Miscellaneous Items (Sports and Game Equipment,
Furniture, etc.)

Work contract Agreement No. PD/WC/277 (“Agreement”)
Invitation for Expression of Interest (EOI) and Shortlisting

Submitted By: _____

HKSTP, InnoCell

Supply and Install of Miscellaneous Items (Sports and Game Equipment, Furniture, etc.)

Work contract Agreement No. PD/WC/277 (“Agreement”)

Invitation for Expression of Interest (EOI) and Shortlisting

Location of Tender Submission Box

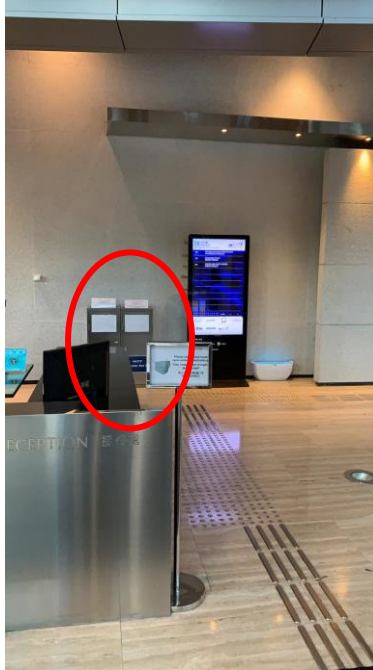


Photo of Tender Submission Box at G/F, Building 5E



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



Annex IV

HKSTP, InnoCell

Supply and Install of Miscellaneous Items (Sports and Game Equipment, Furniture, etc.)

Work Contract Agreement No. PD/WC/277 (“Agreement”)

Invitation for Expression of Interest (EOI) and Shortlisting

Statement for EOI

We hereby write to express our interest in undertaking the captioned supply and install works. By submission of the following completed Proforma for EOI and Shortlisting, we confirm our understanding and agreement to the conditions as stipulated in the letter of “*Invitation for Expression of Interest (EOI) and Shortlisting*” and the associated Annexes.

Contractor _____

(A) – Qualifying Criteria

Item	Qualifying Criterion	Confirmation for Compliance
1	Vendor or contractor shall have similar experience in supply and installation of furniture, equipment and ancillary works	(Y/N)*

* Delete as appropriate

Contractor

(Name of the Contractor)

(Name of the Signatory)

(Position of the Signatory)

(Date)

Annex V

Declaration Form by Contractor
on Compliance with the Ethical Commitments Requirements

To: Hong Kong Science and Technology Parks Corporation

Attn.: Mr Dickson Wat, Head of Projects

HKSTP, InnoCell
Supply and Install of Miscellaneous Items (Sports and Game Equipment, Furniture, etc.)

Work contract Agreement No. PD/WC/277 (“Agreement”)

Invitation for Expression of Interest (EOI) and Shortlisting

(1) We confirm that we have complied with the following provisions and have ensured that our directors, employees, agents and sub-consultants are aware of the following provisions:

- (a) Prohibiting our directors, employees, agents and sub-consultants who are involved in this Agreement from offering, soliciting or accepting any advantage as defined in section 2 of the Prevention of Bribery Ordinance, Cap 201 when conducting business in connection with this Agreement;
- (b) Taking all measures as necessary to protect any confidential/ privileged information or data entrusted to us by or on behalf of the Employer from being divulged to a third party other than those allowed in this Agreement.

(2) We further confirm that we have ensured that our accountants, insurers and legal advisers are aware of the provisions requiring us taking all measures as necessary to protect any confidential/privileged information or data entrusted to us by or on behalf of the Employer from being divulged to a third party other than those allowed in this Agreement.

Contractor : _____

Authorized Title / Name : _____

Signature
(with Company Chop) : _____

Date : _____