Description
The Hong Kong Science and Technology Parks Corporation (HKSTP) is now inviting qualified and experienced Services Provider to express interest for the captioned Services Agreement for Project Information Management System (PIMS) Application Services for HKSTP’s Projects.

General Scope
Web-based Project Information Management System (PIMS) Application Services for various HKSTP’s Projects shall be implemented for effective communication and collaboration amongst the project team and efficient project administration and document control, etc.

The Application Services Provider shall provide Services with respect to the setting-up, implementation and maintenance of the Project Information Management System.

Qualifying Criteria
The minimum criterion to be satisfied for long-listing purpose are:

i) The tenderer shall provide minimum 2 nos. of job references for experience of managing sizable PIMS services in the construction industry.

ii) Each of the job references should be of minimum services value of HK$0.5M.

iii) Each of job references should be commenced within immediate past 5 years.

(Please complete the attached Proforma and confirmation for compliance in Annex II)

Submission Requirements
The Prospective Services Providers are required to return the Acknowledgement Slip (Annex I) by email to elvis.lam@hkstp.org and miki.ho@hkstp.org on or before noon 3 April 2020 and submit the information as outlined in Qualifying Criteria (Annex II) for pre-qualification purposes on or before noon 7 April 2020 via letter in a sealed envelope marked according to the Template to be Marked on the Returning Envelope (Annex III) and placed in the “Tender Submission Box” of the below address and as detailed in Annex IV.

Chief Project Development Officer
Hong Kong Science and Technology Parks Corporation
5/F., Building 5E,
No. 5 Science Park East Avenue
Hong Kong Science Park, Shatin, N.T., Hong Kong
HONG KONG SCIENCE AND TECHNOLOGY PARKS CORPORATION
Services Agreement No. PD/CA/296
Project Information Management System (PIMS) Application Services for HKSTP’s Projects
Invitation to Expression of Interest (EOI)

Annex I – Acknowledgement Slip

We hereby confirm that we *are / are not* interested to submit EOI for the captioned tender. We also acknowledge that should any of our submitted information be found to be incorrect or non-compliance, at any stage, then we shall not be taken forward to the shortlist and eligible for tender submission.

Authorized Signature with Company Chop : 

Name of Prospective Company : 

Date : 

*delete as appropriate*
HONG KONG SCIENCE AND TECHNOLOGY PARKS CORPORATION
Services Agreement No. PD/CA/296
Project Information Management System (PIMS) Application Services for HKSTP’s Projects
Invitation to Expression of Interest (EOI)

Annex II – Qualifying Criteria

1. The minimum criteria to be satisfied for long-listing purposes is to provide minimum 2 job references for experience of managing sizable PIMS services in the construction industry.

2. The attention of the prospective company is drawn to the following Notes for the minimum experience requirements:

(i) Each of the job references should be of minimum services value of HK$0.5M.

(ii) Each of the job references should be commenced within immediate past 5 years. Contracts which are still on-going, will be considered.

(iii) The “immediate past 5 years” shall be the period taken from the original date set for the close of this EOI submission and not be affected by any extension.

We hereby write to confirm our intention in undertaking the captioned Project Information Management System (PIMS) Application Services for HKSTP’s Projects:

<table>
<thead>
<tr>
<th>Job Reference No. 1</th>
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<tr>
<td>Contract Title</td>
<td>Qualifying Criteria</td>
<td>Confirmation for Compliance</td>
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<tr>
<td></td>
<td>Project Information Management System (PIMS) in the construction industry</td>
<td>(Y/N)*</td>
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<tr>
<td></td>
<td>Services Value of minimum HK$0.5M</td>
<td>(Y/N)*</td>
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<td></td>
<td>Commenced within immediate past 5 years</td>
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<td>Confirmation for Compliance</td>
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<td>(Y/N)*</td>
</tr>
</tbody>
</table>

* Delete as appropriate
RESTRICTED (TENDER)

To: Chief Project Development Officer, Project Development

Re: PD/CA/296
Project Information Management System (PIMS) Application Services for HKSTP’s Projects
Invitation to Expression of Interest (EOI)

Submitted By: ________________________________
Annex IV – Tender Submission Box Location

Location Plan of Tender Submission Box at 5/F, Building 5E

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