

It is hereby notified that sealed tenders in six copies are invited for the following:—

<i>Tender Reference</i>	<i>Subject</i>	<i>Procuring Entity</i>	<i>Closing Date and Time</i>
<b>4/BD/2024</b>	<b>Provision of Services for Sorting, Image Conversion and Uploading of Building Records for Building Projects in the Buildings Department 2024</b>	<b>Buildings Department</b>	<b>16.1.2024 (12.00 noon)</b>

The successful contractor is to provide sorting, scanning and uploading of building records for building projects being kept by the Buildings Department ('BD'), from paper format or other electronic formats, into designated electronic images, creating index and uploading the scanned images to the existing Building Records Access and Viewing On-line ('BRAVO') System of BD, during the 36-month contract period. Details for the submission of Tender(s) are provided in the Tender Document.

Technical Proposal and Price Proposal of the Tender in two separate and sealed envelopes must be clearly marked with the tender title and tender reference on the outside of the envelopes (but should not bear any indication which may relate the tender to the tenderer) addressed to the Chairman, Tender Opening Committee, Government Logistics Department, and be deposited in the Government Logistics Department Tender Box situated on the Ground Floor, North Point Government Offices, 333 Java Road, North Point, Hong Kong before 12.00 noon on Tuesday, 16 January 2024. Tenders must be deposited in the tender box as specified in this tender notice ('Specified Tender Box') before the tender closing time. Late tenders or tenders not deposited in the Specified Tender Box will not be accepted. If Tropical Cyclone Warning Signal No. 8 or above is hoisted, or a Black Rainstorm Warning Signal or 'extreme conditions after super typhoons' announced by the Government is/are in force at any time between 9.00 a.m. and 12.00 noon on 16 January 2024 (Tuesday), the tender closing time will be postponed to 12.00 noon on the first working day after the Tropical Cyclone Warning Signal No. 8 is lowered, or the Black Rainstorm Warning Signal or the 'extreme conditions after super typhoons' announced by the Government has/have ceased to be in force. In case of blockage of the public access to the location of the Specified Tender Box at any time between 9.00 a.m. and 12.00 noon on 16 January 2024 (Tuesday), the Government will announce extension of the tender closing time until further notice. Following removal of the blockage, the Government will announce the extended tender closing time as soon as practicable. The above announcements will be made *via* press releases on the website of Information Services Department (<http://www.info.gov.hk/gia/general/today.htm>).

Forms of tenders and further particulars are obtainable from the Buildings Department, Buildings Department Headquarters, North Tower, West Kowloon Government Offices, 11 Hoi Ting Road, Yau Ma Tei, Kowloon (Contact Officer: Ms. TAM Po-yan, Agnes, Building Surveyor/Contract Management 1 at 3842 3104 and email address: (apytam@bd.gov.hk); or Ms. TSUI Oi-wa, Kimberly, Senior Building Surveyor/Contract Management at 3842 3103 and email address: (cowsui@bd.gov.hk)).

Open tendering is adopted. All interested contractors are invited to tender.

A tender briefing session will be held before the tender closing date. Please refer to tender documents for details.

This tender is covered by the Agreement on Government Procurement of the World Trade Organization and will not involve electronic auction. This notice also serves as a summary notice required under the Agreement on Government Procurement of the World Trade Organization.

The Government of the Hong Kong Special Administrative Region does not bind itself to accept the tender with the highest overall score or any tender, and reserves the right to negotiate with any tenderer about the terms of the offer.

Details of the award of this contract will be published on the Internet at ([http://www.gld.gov.hk/eng/services\\_2\\_c.htm](http://www.gld.gov.hk/eng/services_2_c.htm)).