

ELECTRICAL TERM MAINTENANCE CONTRACTS (2025/2028) FOR
HOUSING AUTHORITY ESTATES, AREAS AND BUILDINGS
NOTICE OF PRE-QUALIFICATION OF TENDERERS

It is hereby notified that the Hong Kong Housing Authority (HKHA) will shortly invite tenders for seven Electrical Term Maintenance Contracts (ETMCs) with contract period from 2025 to 2028 for Housing Authority Estates, Areas and Buildings.

2. The scope of works of the contracts mainly consists of planned and unplanned maintenance, emergency servicing, addition and alteration of electrical installations including electrical distribution systems, lighting installations, communal aerial broadcasting distribution systems, switchboards, generator sets, public address systems and security systems. The contracts are expected to be tendered out in two batches with contract commencement in April 2025 and October 2025 respectively.

3. Contractors meeting the following requirements are now invited to apply for pre-qualification for tendering:-

- a. Contractors must be on the Housing Authority (HA) List of Electrical Contractors and are not being restricted or suspended from tendering or removed from the List when being considered for admission to the pre-qualified tenderers list or within the period between the tender invitation date and the tender award date inclusive;
- b. Contractors which are not on the HA List of Electrical Contractors but are interested in undertaking the ETMCs are required to apply in writing to Senior Manager/Procurement 4 (SM/P4), 12/F, Block 3, Housing Authority Headquarters, 80 Fat Kwong Street, Homantin, Kowloon, for consideration for admission on the HA List of Electrical Contractors. The information of the Guide is available in the website at <https://comis.housingauthority.gov.hk/ha/eng/home.jsp>;
- c. Contractors must not be subject to any regulatory action by HA ^{Note 1} for works of similar nature when being considered for admission to the pre-qualified tenderers list or within the period between the tender invitation date and the tender award date inclusive;

Note 1 It is also applicable to contractor whose key management staff (i.e. director) that has been involved in serious incident(s).

- d. Contractors must have direct maintenance and improvement (M&I) works experience on electrical installations within the past 15 years, counting from the due date of submission for pre-qualification as stipulated in the Gazette Notice and undertaking similar works in at least 25 domestic blocks or 20,000 domestic units, plus at least six non-domestic premises such as shopping centres, carparks, schools and factories concurrently;
- e. Contractors must have proven track records of satisfactory performance in M&I works and should neither have two or more consecutive adverse reports in HA contracts nor any poor performance records, such as serious incidents ^{Note 2} in M&I works causing serious concern of HA in the three-year period prior to the due date of submission for pre-qualification as stipulated in the Gazette Notice;
- f. Contractors must have their own workshops with at least 100 square meters floor area (aggregated) and equipped with instruments, machinery and plant suitable for normal maintenance and repair works;
- g. Contractors must have a 24-hour standby service team to support emergency maintenance works;
- h. Contractors must attain acceptable and presentable quality of M&I works, such as quality plan, proper maintenance record and monitoring of material ordering, etc. for properties under their maintenance;
- i. Contractors must have good site safety management systems, such as company safety policies and practices, safety training, provision of personal protective equipment, audit and surprise checking, etc. ; and
- j. Contractors must engage supporting companies with relevant qualification and experience on the specialist works that must be specialist contractors on the List of Approved Suppliers of Materials and Specialist Contractors for Public Works maintained by the Works Branch of Development Bureau.

Note 2 Serious incidents refer to an incident involving either one or a combination of the following:

- (i) serious bodily injury resulting in a loss or amputation of a limb; or which has caused or is likely to cause permanent total disablement to the injured, or
- (ii) dangerous occurrence or incident at workplace leading to or resulting in an injury that is considered serious (but up to the extent as described in (i) above), or damage to works or property on or adjacent to the workplace that posed a potential threat to public safety.

Contractors' application letters expressing their interest in being pre-qualified should be marked "Pre-qualification of Tenderers for ETMCs (2025/2028)" and addressed to Building Services Engineer/YLG1 of the Hong Kong Housing Authority in writing in English and reach the following address by registered post on or before 18 June 2024:-

Regional Management Office/Tuen Mun & Yuen Long
Room 102, 1/F., Lung Cheung Office Block,
138 Lung Cheung Road,
Wong Tai Sin,
Kowloon.
(Attn: Building Services Engineer/YLG1)
(Tel. No.: 3547 0821, Fax No.: 2481 4663)

Companies failing to apply for pre-qualification in the manner prescribed above will not be considered for the pre-qualification assessment, and their names will not be put on the list of tenderers.

4. Companies who have shown their interest will be required to complete and submit a questionnaire in due course. The eligibility of contractors to tender for the above ETMCs shall be assessed based on the above requirements and their proven capability and performance. Selected contractors will then be separately invited to tender.

5. The tenders to be invited will be covered by the Agreement on Government Procurement of the World Trade Organization.

6. For related companies, only one of these companies is allowed to submit a tender for each of the seven contracts. Companies are deemed to be related if their relationship falls within the meaning of 'related parties' as defined in the Hong Kong Institute of Certified Public Accountants (HKICPA) – Hong Kong Accounting Standard (HKAS 24) (Revised), on Related Party Disclosures.

7. The Hong Kong Housing Authority reserves the right to reject any application.

24 May 2024

Rosanna LAW *Director of Housing*