

It is hereby notified that tenders are invited for the following contract through selective tendering:—

<i>Contract Number</i>	<i>Subject of the Contract</i>	<i>Contract Period</i>
<b>CB20230510</b>	<b>Secondment of Contract Property Services Officers and Contract General Clerk to Housing Subsidies Sub-division of Strategy Division</b>	<b>From 1.1.2024 To 31.12.2024</b>

Only eligible contractors on the Hong Kong Housing Authority (HA) List of Property Services Agents will be considered for invitation to tender in accordance with the 'Guide to Registration of Works Contractors and Property Management Services Providers' (the 'Guide').

Once contractors have been invited, they are obliged to submit a tender in compliance with the tender conditions and in accordance with the time frame as stated in the 'Letter of Invitation to Tender' which they will receive later. Failure to respond to the invitation and/or to submit a tender in compliance with the tender conditions will be considered as a tendering irregularity.

Tender documents and further particulars are obtainable from Administration Unit, Applications Sub-section, Podium Level 2, Hong Kong Housing Authority Customer Service Centre, 3 Wang Tau Hom South Road, Kowloon, Hong Kong (Tel.: 2794 5036; Fax: 2794 5060).

Tender consisting of the price proposal and financial information to be supplied by tenderers shall be deposited into two separate envelopes with the Contract Number on the outside of each envelope. The two envelopes shall then be enclosed in a sealed covering envelope clearly marked with 'Tender Submission for Contract No. CB20230510' and 'Tender Closing Time and Date—10:00 a.m. on 1 December 2023' and addressed to The Chairman, Tender Opening Committee, Hong Kong Housing Authority (there must not be any indication which may relate the tender to the identity of the tenderer).

The Tender must be deposited into the HA Tender Box located at the Ground Floor, Block 2, Hong Kong Housing Authority Headquarters, 33 Fat Kwong Street, Ho Man Tin, Kowloon, Hong Kong before 10.00 a.m. on Friday, 1 December 2023.

The closing time and date of the tender will automatically be deferred to 10:00 a.m. on the next earliest possible working day of the following week in the following circumstances:—

- (i) if Tropical Cyclone Warning Signal No. 8 or above is issued within two (2) hours before the tender closing time and/or remains in force beyond the tender closing time; or
- (ii) if a 'Black' Rainstorm Warning Signal is issued or 'Extreme Conditions after Super Typhoons' is announced by the Government (*via* the Information Services Department) within two (2) hours before the tender closing time and/or remains in force beyond the tender closing time; or
- (iii) when the HA announces the closure of the HA Headquarters (HAHQ) Building due to unforeseen circumstances occurring within two (2) hours before and beyond the tender closing time; or
- (iv) if Financial Services and Treasury Bureau issues a press release to notify members of the public that the closing time for all government procurement due on that day will be extended.

However, the closing date and time of the tender will remain unchanged if Tropical Cyclone Warning Signal No. 8 or above is cancelled or lowered to No. 3 or below, or the 'Black' Rainstorm Warning Signal is cancelled or replaced by a lower level alert, or the 'Extreme Conditions after Super Typhoons' is cancelled, or the HAHQ Building is reopened, two (2) hours or more before the tender closing time.

Late tenders or tenders not submitted in accordance with the requirements stipulated as above shall not be considered.

For those who are not on the HA Lists but interested in undertaking HA contracts, they are required to apply online in the HA Website for consideration for admission on the HA Lists of Contractors. The information of the 'Guide' is available in the Website at:—

[http://comis.housingauthority.gov.hk/ha/eng/procurement\\_3.jsp](http://comis.housingauthority.gov.hk/ha/eng/procurement_3.jsp)

The HA does not bind itself to accept the lowest tender or any tender it may receive, and reserves the right to negotiate with any tenderer about the terms of the offer or cancel the tendering exercise.

Details of the award of this contract will be published in the Government of the Hong Kong Special Administrative Region Gazette and made available in the HA website on Internet at (<http://www.housingauthority.gov.hk>).

*17 November 2023*

*Rosanna LAW Director of Housing*