

PROPERTY MANAGEMENT AGENCY SERVICE CONTRACT FOR
LUNG CHEUNG OFFICE BLOCK AND INDIVIDUAL HD OFFICES
(CONTRACT NO. PM20230163)

Tender for the above service contract is being invited through selective tendering. The contract comprises the property management service for Lung Cheung Office Block and Individual HD Offices. The service for Contract No. PM20230163 will commence on 1 April 2024 and the contract period is 3 years with an option to renew for a further term of 2 years subject to satisfactory performance.

Companies on the Housing Authority List of Property Services Agents Group PS2 are eligible to tender.

Companies wishing to be included in the Housing Authority List of Property Services Agents Group PS2 are eligible to tender subject to the HA Listing Rules including assessment on their proven capability and performance.

Conditions of tender and tender documents can be obtained at the following office starting from 24 November 2023:—

Commercial Properties Management Unit
1/F, Block 2,
Housing Authority Headquarters,
33 Fat Kwong Street,
Ho Man Tin, Kowloon, Hong Kong.
(Tel. No.: 2761 5366) (Fax No.: 2761 5740)

The contract will be awarded by Hong Kong Housing Authority (Address: Housing Authority Headquarters, 33 Fat Kwong Street, Ho Man Tin, Kowloon, Hong Kong).

For those who wish to be included in the Housing Authority List of Property Services Agents, they are required to apply in writing to Senior Manager/Procurement 2 (SM/P2) at 12/F., Block 3, Housing Authority Headquarters, 80 Fat Kwong Street, Ho Man Tin, Kowloon, Hong Kong for consideration of admission to the Housing Authority Lists of Contractors. The basic requirements for and information on listing are available in the website at (<http://comis.housingauthority.gov.hk/ha/eng/home.html>).

Tenders consisting of the technical proposal, fee proposal and confidential financial information should be deposited into three separate envelopes and the outside of each envelope must be clearly marked with the contract title. The three envelopes shall then be enclosed in a covering envelope marked with the subject of the tender and addressed to the Chairman, Tender Opening Committee, Hong Kong Housing Authority (Envelope should not bear any indication which may relate the tender to the tenderer) and reach the Hong Kong Housing Authority before 10.00 a.m. on Friday, 15 December 2023 (Hong Kong Time) in one of the following ways:—

- (1) be deposited personally in the Hong Kong Housing Authority Tender Box situated at Ground Floor, Block 2, Housing Authority Headquarters, 33 Fat Kwong Street, Ho Man Tin, Kowloon, Hong Kong; or
- (2) be sent by post or courier to:—

The Chairman, Tender Opening Committee,
c/o Receipt & Despatch Unit,
The Hong Kong Housing Authority,
Basement 1, Block 2,
Housing Authority Headquarters,
33 Fat Kwong Street, Ho Man Tin, Kowloon,
Hong Kong.

The tender closing time and date will automatically be deferred to 10.00 a.m. on the following Monday or next earliest possible working day of the following week in the following circumstances:—

- (a) If Tropical Cyclone Warning Signal No. 8 or above is issued before and remains in force for any duration within two (2) hours before the tender closing time on the tender closing date; or

- (b) If a 'Black' Rainstorm Warning or 'extreme conditions after super typhoons' is announced by the Government (*via* the Information Services Department) before and remains in force for any duration within two (2) hours before the tender closing time on the tender closing date; or
- (c) When the Director of Housing announces the closure of the Housing Authority Headquarters Building due to unforeseen circumstances and the Housing Authority Headquarters Building remains closed for any duration within two (2) hours before the tender closing time on the tender closing date.

For the avoidance of doubt, the tender closing time and date will remain unchanged if Tropical Cyclone Warning Signal No. 8 or above or the 'Black' Rainstorm Warning or 'extreme conditions after super typhoons' is lowered or cancelled, or the Housing Authority Headquarters Building is reopened, two (2) hours or more before the tender closing time on the tender closing date.

Late tenders will not be accepted. The Authority does not bind itself to accept the lowest or any tender, and reserves the right to negotiate with any tenderer about the terms of the offer.

24 November 2023

Rosanna LAW *Director of Housing*