

**TENDER FOR SUPPLY AND INSTALLATION OF WINDOW TYPE ROOM COOLER
TERM CONTRACT (2024/25 TO 2025/26) FOR
HONG KONG HOUSING AUTHORITY ESTATES, AREAS AND BUILDINGS
(CONTRACT NO.: 20239106)**

NOTICE OF PRE-QUALIFICATION OF TENDERERS

It is intended to invite tenders in Year 2024 from pre-qualified tenderers for supply and installation of window type room cooler term contract with contract period from 2024 to 2026 for Housing Authority Estates, Areas and Buildings. The contract is expected to commence in July 2024.

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

- (a) Contractors must be a local registered limited company;
- (b) Contractors must be the sole agent/authorized dealer in Hong Kong of the product manufacturer. In case the sole agent and the authorized dealer of the same models of window type room coolers belong to the same company group, only one of them is allowed to tender;
- (c) Contractors must possess valid ISO 9001 certificate;
- (d) All window type room coolers supplied by the contractors must be in compliance with the Electrical Products (Safety) Regulation and the Ozone Layer Protection Ordinance;
- (e) The maximum noise level emitted by the proposed window type room coolers must not exceed 60 dB(A) for cooling capacity up to 4 400 Watts (15 000 Btu/hr) and 65 dB(A) for cooling capacity above 4 400 Watts (15 000 Btu/hr) when measured at a distance of 1.5 meter from the unit;
- (f) Contractors must have supplied, installed and maintained at least 300 window type room coolers in the past three years;
- (g) Contractors must be a Registered Supplier of Regulated Electrical Equipment in compliance with the producer responsibility scheme on waste electrical and electronic equipment or in short 'WPRS' under the Product Eco-responsibility Ordinance (Chapter 603) and the Waste Disposal Ordinance (Chapter 354);
- (h) The window type room coolers supplied by the contractors shall be Energy Efficiency Grade 1 or Grade 2 under Mandatory Energy Efficiency Labelling Scheme for room coolers administered by the Electrical and Mechanical Services Department; and
- (i) Not being imposed any regulatory action by HA for works of similar nature when being considered for admission to the pre-qualified tenderers list, tender invitation, tender return and tender assessment.

Contractors' application letters expressing their interest in being pre-qualified should be marked 'Pre-qualification of Tenderers for Supply and Installation of Split Type Room Cooler Term Contract (2024/25 to 2025/26) for Hong Kong Housing Authority Estates, Areas and Buildings' and addressed to Building Services Engineer/TKO of the Hong Kong Housing Authority in writing in English and reach the following address by registered post on or before 12 September 2023:—

Hong Kong Housing Authority
Regional Management Office/Kowloon West & Sai Kung
2/F, Yung Ming Shopping Centre, Yung Ming Court,
5 Chi Shin Street, Tseung Kwan O
(Attn: Building Services Engineer/TKO)
(Tel. No.: 3164 9646; Fax No.: 3164 9896)

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.

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 Term Contracts shall be assessed based on the above requirements and their proven capability and performance. Selected contractors will then be separately invited to tender.

The tender to be invited will not be covered by the Agreement on Government Procurement of the World Trade Organization.

The contractors will be required to confirm their compliance with ‘related company restriction’^{Note 1}, when accepting pre-qualification invitation. For related companies, only one of these companies is allowed to submit a tender for each contract.

The contractors will be required to confirm in writing their acceptance of the following ‘tender irregularity restriction’, when accepting pre-qualification invitation, as follows:—

‘Without prejudice to the rights and remedies which HA may have, should a contractor fail to submit tender after it has committed to do so or withdraw its tender after submission, the contractor’s participation in future pre-qualification/tendering exercise will be adversely affected, as such failure has reflected the poor attitude and sincerity of a tenderer in preparing and submitting a tender.’

The contractors will be required to confirm in writing their compliance with ‘probity requirement’, when accepting pre-qualification invitation, as follows:—

‘A contractor shall be responsible for its own good behaviour as well as that of its sub-contractors, employees and agents. The contractor shall incorporate the company probity/ethical integrity requirements (i.e. company Code of Ethics and Code of Conduct as applicable) into the contracts/agreements with its counterparties including sub-contractors, suppliers and agents to ensure that they would uphold the same standards of honesty and integrity. The contractor shall advise its sub-contractors, employees and agents that they are not allowed to offer or give any advantage or excessive entertainment to any of HA employees or members of their family, or to solicit or accept any advantage or excessive entertainment from other sub-contractors, employees and agents in relation to the services under any HA contract. The contractor may be subject to regulatory actions if the contractor, its sub-contractors, employees or agents have committed any offence under the Prevention of Bribery Ordinance in relation to any HA contract. In addition, the contractor may be subject to regulatory actions for its poor integrity such as negligence, misconduct and impropriety, or that of its sub-contractors, employees or agents unless the misconduct is not within the control of the contractor, or for bringing disrepute on HA in relation to any HA contracts.’

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

18 August 2023

Rosanna LAW *Director of Housing*

Note 1 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—Hong Kong Accounting Standard (HKAS 24) on Related Party Disclosures.