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**Environmental Protection Department
Accounting Services Group
Supplies Section**

Rm. 504-505, 5/F., Chinachem Exchange Square
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環境保護署
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香港鰂魚涌海灣街一號
華懋交易廣場五樓
五〇四至五〇五室

By Email and Registered Mail

2 October 2019

To bidders

Dear Sir/ Madam,

Tender Ref.: CR19015
Tender for Provision of Branding and Design Services for the Transformation of the
Wan Chai Environmental Resource Centre under the
Environmental Protection Department (EPD)
at 221 Queen's Road East, Wan Chai, Hong Kong
Tender closing time extended to 31 October 2019 at 12:00 noon (Hong Kong Time)

Tender Addendum No. 1 and Reference Material No.1

Further to our notification of tender dated 13 September 2019, I wish to inform you that the Tender Closing Date of the above tender has been extended from 15 October 2019 to **31 October 2019 at 12:00 noon (Hong Kong time)**. **Late tender will not be accepted.**

Besides, I wish to inform you that addendum has been made as follows:

<u>Tender Document</u>	<u>Original</u>	<u>Revised</u> (part(s) revised underlined in bold letters)
Tender Form	To be acceptable as a tender, this form, properly completed in triplicated and enclosed in a sealed envelope marked "Tender for the Provision of Branding and Design Services for the Transformation of the Wan Chai Environmental Resource Centre under the Environmental Protection Department at 221 Queen's Road East, Wan Chai, Hong Kong and	To be acceptable as a tender, this form, properly completed in triplicated and enclosed in a sealed envelope marked "Tender for the Provision of Branding and Design Services for the Transformation of the Wan Chai Environmental Resource Centre under the Environmental Protection Department at 221 Queen's Road East, Wan Chai, Hong Kong and

<u>Tender Document</u>	<u>Original</u>	<u>Revised</u> (part(s) revised underlined in bold letters)
	addressed to the Chairman, Tender Opening Committee, Government Logistics Department must be deposited in the Government Logistics Department Tender Box situated on Ground Floor, North Point Government Offices, 333 Java Road, Hong Kong before 12:00 noon on 15 October 2019. Late tenders will not be accepted.	addressed to the Chairman, Tender Opening Committee, Government Logistics Department must be deposited in the Government Logistics Department Tender Box situated on Ground Floor, North Point Government Offices, 333 Java Road, Hong Kong before 12:00 noon on <u>31 October 2019</u> . Late tenders will not be accepted.
Notes for Tenderers Clause 1 (e)	the Service Specifications;	the Service Specifications, <u>with</u> - <u>Annex A - Scope of Works by the Architectural Services Department at Wan Chai Environmental Resource Centre;</u>
Terms of Tender (Supplement) Clause 8.2	A Tenderer may be required to attend a tender selection interview tentatively scheduled on 22 October 2019 (exact date to be confirmed) to present his technical proposal. The presentation will be carried out at the Tenderer's own costs. Tenderers will be informed of the exact time and venue for the presentation after the deadline for tender submission. The presentation should at least include the approach to fulfill the objectives with an outline programme for completing the assignment. Each presentation should be no longer than 30 minutes, including a 10-minute questions and answers session.	A Tenderer may be required to attend a tender selection interview tentatively scheduled on <u>8 November 2019</u> (exact date to be confirmed) to present his technical proposal. The presentation will be carried out at the Tenderer's own costs. Tenderers will be informed of the exact time and venue for the presentation after the deadline for tender submission. The presentation should at least include the approach to fulfill the objectives with an outline programme for completing the assignment. Each presentation should be no longer than 30 minutes, including a 10-minute questions and answers session.

<u>Tender Document</u>	<u>Original</u>	<u>Revised</u> (part(s) revised underlined in bold letters)
Service Specifications Clause 5.1	The EPD will seek professional input from the ArchSD to perform some minor alteration works to the non-historic fixtures for the ERC to facilitate the Contractor to work on the ERC's transformation. The interfacing works between the ArchSD and the Contractor are shown below:	The EPD will seek professional input from the ArchSD to perform some minor alteration works to the non-historic fixtures for the ERC to facilitate the Contractor to work on the ERC's transformation. <u>The scope of Works by the ArchSD at the ERC is detailed at Annex A.</u> The interfacing works between the ArchSD and the Contractor are shown below: <i>(Note: a copy of Annex A to the Service Specifications to Tender Ref.: CR19015 is provided together with this letter.)</i>
Service Specifications Clause 6.5	The ERC's transformation should undergo a BEAM Plus Interiors assessment which applies to interiors fitting-out, renovation and refurbishment works. The Contractor should be responsible for register the ERC's transformation as a project and sign agreement for assessment of the project under BEAM Plus Interiors assessment as well as undertake the assessment process on behalf of the EOD for achieving a certification of the "Bronze" or a higher rating. The Contractor should study thoroughly information concerning BEAM Plus Interiors certification available on website (https://www.hkgbc.org.hk/eng/BI_Intro.aspx) and adopt a range of best practices from the start to the end to reduce the environmental impacts while also improving environmental quality and user satisfaction.	The ERC's transformation should undergo a BEAM Plus Interiors assessment which applies to interiors fitting-out, renovation and refurbishment works. The Contractor should be responsible for register the ERC's transformation as a project and sign agreement for assessment of the project under BEAM Plus Interiors assessment as well as undertake the assessment process on behalf of the <u>EPD</u> for achieving a certification of the "Bronze" or a higher rating. The Contractor should study thoroughly information concerning BEAM Plus Interiors certification available on website (https://www.hkgbc.org.hk/eng/BI_Intro.aspx) and adopt a range of best practices from the start to the end to reduce the environmental impacts while also improving environmental quality and user satisfaction.

The above addendum shall form part of the Tender Documents. Apart from the above, all other terms and conditions of the Tender Documents shall remain unchanged. **The relevant amendment sheets are enclosed for your replacement and submission.**

In case an interested bidder has already submitted a tender but wish to make an amendment, it can do so by submitting a revised offer which shall be accompanied by a covering

letter. The revised offer and the covering letter shall be submitted in the same manner as stipulated in the invitation to Tender.

Interested parties are reminded that the Tender Closing Date is 31 October 2019. To be considered a valid tender, tenderers must deposit their tenders in the Government Logistics Department Tender Box situated at Ground Floor, North Point Government Offices, 333 Java Road, North Point, Hong Kong, before 12:00 noon (Hong Kong Time) on 31 October 2019 in accordance with the requirements stipulated in the tender document. **Late tender will not be considered further.**

As a related issue, please note the presentation slides used in the tender briefing held on 24 September 2019 is now available at EPD's website (https://www.epd.gov.hk/epd/english/business_job/business_opp/tender.html) as reference material. The presentation slides are for reference ONLY and shall not form part of the tender documents. In case there is any inconsistency between the reference material and the tender documents, the tender documents shall prevail.

Yours faithfully,



(Ms Christine AU)
for Director of Environmental Protection

Encl. – Replacement Sheets (15 pages)
c.c. CEO(CR)2