Our Ref.: FD-03-06-02(369)

Date:26 November 2026

Dear Sir/Madam,

Hong Kong-Shenzhen Innovation and Technology Park
Batch 1A ICT Warranty and License Renewal 2027

Invitation Letter for Expression of Interest Proposal ("EOI Proposal")

We, Hong Kong-Shenzhen Innovation and Technology Park Limited, are pleased to inform you that you are invited to express interest in undertaking the above services.

1. The scope of this assignment, which is to commence in January 2027, is indicated in the attached copy of the DRAFT Brief at **Annex 1**.

2. If you are interested in this assignment, please reply from **09:00 am to 12:00 noon on 2 December 2026** by submitting one (1) set of original hard copy and one (1) electronic copy in USB of the required documents in a sealed envelope. The envelope shall be marked on the face according to the following template and be deposited in the submission box located in the entrance of our office at the following address:

RESTRICTED (TENDER)

To: Procurement Department
Hong Kong-Shenzhen Innovation and Technology Park Limited
Units 606-607, 6/F, Lakeside 1, 8 Science Park West Avenue, Hong Kong Science Park, Shatin, N.T., Hong Kong

Re: **Expression of Interest Proposal** for
Hong Kong-Shenzhen Innovation and Technology Park
Batch 1A ICT Warranty and License Renewal 2027

Submitted By: _____

3. In the event a tropical cyclone warning signal No. 8 or above is hoisted, or a black rainstorm warning signal or "extreme conditions" announced by the Government is/are in force between 9:00 am and 12:00 noon on the submission closing date, the submission closing time will be postponed to 12:00 noon on the next working day.

4. The documents shall contain the following information in a maximum of ten A4 pages and a minimum font size of 12 points Times New Roman or equivalent. Soft copy should be in Microsoft word format and attachments as PDF format. Please note that (i) any pages which exceed the specified number of pages of EOI submission and (ii) any attachments other than curriculum vitae and organization chart may be discarded prior to the assessment. Documents submitted in response to Annexes 2 and 3 herein attached are not counted towards the number of pages of the EOI submission.

   a. Selection Criteria for Shortlisting
   b. Your comments on the draft Brief and the payment schedule

5. The assessment criteria for EOI Proposal are attached at **Annex 3**. Based on the response received, normally 5 firms or companies will be shortlisted for submission of tenders.

6. Please also note that all costs and expenses incurred by you in the preparation of the EOI Proposal shall be entirely borne by you and HSITPL will not be responsible for paying and/or reimbursing any such costs and expenses.

Yours faithfully,

Hong Kong-Shenzhen Innovation and Technology Park Limited

Encl.

Annexes to the Invitation Letter for Expression of Interest Proposal

Annex 1: The Brief (Draft)

Annex 2: Proforma – Statement for Expression of Interest

Annex 3: Assessment Criteria for Expression of Interest Proposal