

Hong Kong-Shenzhen Innovation and Technology Park Limited

Tender Notice

1. Tender Number

Consultancy Agreement No.: CA/023

2. Subject

Lead Design Consultancy Services for Infrastructure and Public Facilities for Phase 1 Development

3. Description

The scope of services includes:

- a) Providing full range of services in the capacity of lead design consultant from scheme design to post-completion of the works; and
- b) Coordination with the other consultants and stakeholders in all stages of the works.

The details of the scope of services shall refer to the Tender Documents. The Contract is scheduled to commence from July 2026 tentatively.

4. Eligibility to Tender

Consultants who are currently on the List of Consultants of the Engineering and Associated Consultants Selection Board (EACSB) in Group 3 for Civil Infrastructure and Development Category maintained by Civil Engineering and Development Department (CEDD) will be eligible to submit Proposals.

Tenderers must satisfy the minimum requirements for Stage I Screening stated in Annex A of this tender notice. Otherwise, the Proposal will not be evaluated in Stage II Marking and price assessment.

5. Tender Issuance

Please complete Annex B of this tender notice and return to james.chin@hsitp.org for collection of Tender Documents. A formal invitation letter with Tender Documents will be sent by e-mail upon the Employer's receipt of the completed Annex B of this notice. For any enquiry, please also send e-mail to james.chin@hsitp.org.

6. Submission Requirements

Please submit your Proposals strictly in accordance with the requirements stipulated in the Tender Documents. You are required to submit the acknowledgement slip appended in the Invitation Letter on or before **22 May 2026** by email to james.chin@hsitp.org.

Tenderers are required to submit the Technical Proposal and Fee Proposal in **two separate and sealed** envelopes in the Tender Box located at Hong Kong-Shenzhen Innovation and Technology Park Limited, Units 806 & 807, 8/F, Building 9, Research Road, Lok Ma Chau, Hong Kong according to the requirements stipulated in the Tender Documents **at any time between 9:00 a.m. and 12:00 noon (Hong Kong Time) on 5 June 2026**. Proposals not deposited within the aforesaid time or not deposited in the Tender Box will not be considered.

If tropical cyclone warning signal No. 8 or above or the black rainstorm warning signal is issued, or "extreme conditions after super typhoons" announced by the Government is/are in force at any time between 9:00 a.m. and 12:00 noon on the tender closing date, the tender closing time will be postponed to 12:00 noon on the first working day after the tropical cyclone warning signal No. 8 or the black rainstorm signal is cancelled, or the "extreme conditions after super typhoons" announced by the Government has/have ceased to be in force.

The Employer does not bind itself to accept any tender irrespective of whether the tender is the lowest bid or, where the assessment of the tenderers is based on marking scheme approach, the tender with the highest overall score.

Any qualification of the submission may cause your submission to be disqualified and the Employer reserves the right not to consider your submission further.

The Employer reserves the right to negotiate with any tenderer about the terms of the offer.

Minimum Requirements for Submission of Proposals

Tenderer must satisfy the minimum requirement listed below. In the event that tenderer does not satisfy the minimum requirement, its Proposals shall be treated as non-conforming and shall not be considered further.

Item	Description of Minimum Requirement
1	Tenderer should have completed at least one civil engineering project in Hong Kong in the capacity of lead consultant, with the scope of road, drainage, street furniture, underground utilities and associated electrical and mechanical works, with contract value not less than HK\$450 million, within the last ten years counting from and including the original tender closing date, or if this has been extended, the extended date.

REQUEST FOR COLLECTION OF TENDER DOCUMENTS

To: Hong Kong-Shenzhen Innovation and Technology Park Limited
Chief Project Development Officer

Dear Sir / Madam,

Hong Kong-Shenzhen Innovation and Technology Park
Consultancy Agreement No. CA/023
**Lead Design Consultancy Services for Infrastructure and
Public Facilities for Phase 1 Development**

We refer to the Invitation Letter for Technical and Fee Proposals for the captioned Consultancy Services and would like to request for collection of Tender Documents. Please send us the relevant documents for our onward submission of proposal.

From (Company Name) : _____

Signature : _____
(Authorized Signature)

Capacity of the Signatory : _____

Company Chop : _____

Date : _____

Office Address : _____

Email Contact : _____

Phone Number : _____

Business Card of Contact : 
Person