**P R O F O R M A**

**Request for Market Information (“RFI”) for   
Supply and Installation of Depository Safe**

**for the Chinese Medicine Hospital (“CMH”)**

**(CMHPO Ref. : HHB/H/24/17/3/4/7)**

To : Project Director (CMHPO)

(Attn. Rex MAK)

[by fax: 2127 4795 or email: rhwmak@healthbureau.gov.hk]

Your ref: (1) in L/M to HHB/H/24/17/3/4/7

In response to the RFI of the CMH, my/our company, with contact details provided in Part 1 below, would like to provide the information and relevant supporting documents in Parts 2 to 8 of this Proforma.

**Part 1 – Supplier’s Contact Details**

From:

(Name of the Supplier): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(please fill in)

Name and Post of Contact person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(please fill in)

Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone no.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(please fill in) (please fill in)

**-----------------------------------------------------------------------------------------------------------------**

*This document does not constitute any offer or invitation / solicitation of any offer in connection with the exercise described herein. Neither this document nor any activities in connection therewith shall create any legal obligations or liabilities in any way on the part of the Health Bureau (HHB) or the Government of Hong Kong Special Administrative Region. Neither this document nor anything contained herein shall form the basis of any contract or commitment whatsoever. In responding to the RFI, a respondent shall be deemed to have agreed to all the terms of this Request for Market Information.*

**Purpose and Background Information of the RFI**

1. Purpose

Chinese Medicine Hospital Project Office (“**CMHPO**”) of the Health Bureau (“**HHB**”) of the Government intends to invite a tender for the supply and installation of depository safe (hereinafter refers as the “**Goods**”) for the Chinese Medicine Hospital (“**opCMH**”) located at Pak Shing Kok in Tseung Kwan O. The CMHPO therefore wishes to collect market information on depository safe.

1. Background of the CMH Project

The Chief Executive announced in the 2014 Policy Address that the Government had decided to reserve a site in Tseung Kwan O for setting up a CMH. The 2017 Policy Address stated that the Government decided to finance the construction of the CMH and identify by way of tender a suitable non-profit-making organisation (“NPMO”) to operate the CMH. CMH will be owned by the Government and the selected NPMO will operate the CMH. The CMH would be positioned as a flagship Chinese Medicine (“CM”) institution leading the development of CM services and Chinese medicines in Hong Kong. It will be a change driver, promoting service development, education and training, innovation and research, and facilitating collaboration with both local and international parties.

The CMH with provision of 400 beds will provide a comprehensive range of CM services. Service types include pure CM services, services with CM playing the predominant role in collaboration with Western Medicine (“WM”) and Integrated Chinese-Western Medicine (“ICWM”) services. The scope of service to be provided in the CMH covers inpatient, day-patient, outpatient and community outreach services.

To take forward the planning and development of the project on CMH, a designated office i.e. CMHPO, was established under the Health Bureau (the former Food and Health Bureau) on 2 May 2018. Hong Kong Baptist University (HKBU) was selected as the Contractor for the CMH operation. HKBU, as the Contractor, has incorporated a company limited by guarantee, namely HKBU Chinese Medicine Hospital Company Limited as the Operator to manage, operate and maintain the CMH. The CMH project has proceeded to the commissioning stage in 2021. It is targeted to commence hospital services by phases from 2025.

More information on the services provision and design of the CMH can be found in the following link:

<https://www.healthbureau.gov.hk/en/press_and_publications/otherinfo/200900_cmhp/index.html>.

**Note to Suppliers**

1. If your company have more than one depository safe that may meet the requirements of the Goods stated in this Proforma, **please complete and return, together with relevant supporting documents, one set of Proforma for each different depository safe**.

**Part 2 – General Information of the Goods**

**Item 1.1: Depository Safe with Hopper Style Drop Door**

|  |  |
| --- | --- |
| 1. Place of origin |  |
| 1. Name of manufacturer |  |
| 1. Address of the manufacturer’s factory or plant (“Manufacturing Plant”) |  |
| 1. Product name of the item |  |
| 1. Model number/ name/ version number of the item |  |
| 1. Authorised agent or distributor of the manufacturer in Hong Kong |  |
| 1. Packing (if applicable) |  |
| 1. Delivery method and route (where the place of origin is outside Hong Kong) |  |
| 1. Warranty period of the item   (*Please refer to section F in Part 3 for details of the warranty service requirements*) | \_\_\_\_\_\_\_\_\_\_\_\_ months from Acceptance of the item  (*Should not be less than 12 months*) |
| 1. Expected serviceable life (*Please specify any components of the item that cannot meet the serviceable life*) | The Item shall have a serviceable life of \_\_\_\_\_\_\_ years from its date of acceptance except the following components:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (*Please also provide the expected life of these excluded components*) |
| 1. \*Total weight of the proposed item | \_\_\_\_\_\_\_\_\_\_\_\_kg |
| 1. \*Floor loading requirement for the proposed item | \_\_\_\_\_\_\_\_\_\_\_ kPa |

\* *The maximum floor loading capacity where the item is to be installed is* ***19 kPa****. Please ensure that your proposed Item can comply with this requirement.*

**Item 1.2: Depository Safe**

|  |  |
| --- | --- |
| 1. Place of origin |  |
| 1. Name of manufacturer |  |
| 1. Address of the manufacturer’s factory or plant (“Manufacturing Plant”) |  |
| 1. Product name of the item |  |
| 1. Model number/ name/ version number of the item |  |
| 1. Authorised agent or distributor of the manufacturer in Hong Kong |  |
| 1. Packing (if applicable) |  |
| 1. Delivery method and route (where the place of origin is outside Hong Kong) |  |
| 1. Warranty period of the item   (*Please refer to section F in Part 3 for details of the warranty service requirements*) | \_\_\_\_\_\_\_\_\_\_\_\_ months from Acceptance of the item  (*Should not be less than 12 months*) |
| 1. Expected serviceable life (*Please specify any components of the item that cannot meet the serviceable life*) | The item shall have a serviceable life of \_\_\_\_\_\_\_ years from its date of acceptance except the following components:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (*Please also provide the expected life of these excluded components*) |
| 1. \*Total weight of the proposed item | \_\_\_\_\_\_\_\_\_\_\_\_kg |
| 1. \*Floor loading requirement for the proposed item | \_\_\_\_\_\_\_\_\_\_\_ kPa |

\* *The maximum floor loading capacity where the item is to be installed is* ***19 kPa****. Please ensure that your proposed item can comply with this requirement.*

**Part 3 – Indicative Technical Requirements**

*Notes to Suppliers for Completion of Part 3*

1. *Unless specified otherwise, the “****Goods****” in this Part 3* ***refers to section A1.1 below****.*
2. *The indicative technical requirements are for the purpose of collecting market information only. They are subject to changes and do not represent the final technical requirements of the intended tender.*
3. *Please indicate, as a point by point compliance statement, whether your proposed Goods “****Comply****” or “****Not Comply****” with an indicative technical requirement stated in Column II by ticking (🗸) in the appropriate box under* ***Column III*** *and* ***Column IV*** *respectively.*
4. ***Where applicable****, please quote the value of your proposed Goods in either Column III (if “****Comply****”) or Column IV (if “****Not Comply****”) respectively against corresponding indicative technical requirement (use additional sheet(s) if space is insufficient.*
5. *Please provide supporting documents (such as catalogues, user manual and/or operation manual, DICOM conformance statement, etc.) to illustrate the features of your proposed depository safe against the corresponding indicative technical requirements.*

| **Column**  **I** | **Column**  **II** | **Column**  **III** | **Column**  **IV** |
| --- | --- | --- | --- |
| **Section** | **Technical Specification** | **Tick (🗸) the Appropriate Box**  *(For aspects “Not Comply”, please also provide alternative proposal, if any)* | |
| **Comply** | **Not Comply** |
| **A** | **Technical Requirements** |  |  |
| **1** | **Overall Requirements** |  |  |
| 1.1 | The depository safe shall be capable of providing high level of protection for cash and valuables (“Goods”). |  |  |
| 1.2 | Each set of the Goods shall have the following Items: |  |  |
|  | 1. One (1) set of depository safe with hopper style drop door as detailed in section A2 below; and |  |  |
|  | 1. One (1) set of depository safe as detailed in section A3 below. |  |  |
| 1.3 | The supplier shall be responsible for the provision of the implementation services, identified as Item 2 in Part 5, for the Goods as stipulated in section B below. |  |  |
| 1.4 | The supplier shall be responsible for the provision of the training, identified as Item 3 in Part 5, as stipulated in section Cbelow. |  |  |
| 1.5 | The supplier shall be responsible for the supply of the documentation for the Goods, identified as Item 4 in Part 5, as stipulated in section D below. |  |  |
| 1.6 | The successful tenderer shall be responsible for the performance of acceptance tests as stipulated in section E below. |  |  |
| **2** | **Item 1.1: Depository Safe with Hopper Style Drop Door** |  |  |
| 2.1 | Dimensions |  |  |
| 2.1.1 | External dimension shall be:  1080mm (H) x 647mm (W) x 640mm (D) (+5%). |  |  |
| 2.1.2 | Internal dimension shall be:  900mm (H) x 500mm (W) x 390mm (D) (+5%). |  |  |
| 2.2 | Net weight shall be not more than 810kg. |  |  |
| 2.3 | The depository safe with hopper style drop door shall come with a drawer trap with lock, which allows valuables to be deposited without opening the safe. |  |  |
| 2.4 | Requirements of the drawer trap with lock shall be as follows: |  |  |
| 2.4.1 | The clear opening of the drawer shall be 135mm(H) x 239mm (W) x 125mm(D) (+ 5%). |  |  |
| 2.4.2 | An “anti-fishing Plate” shall be incorporated to prevent valuables from being taken out through the drawer trap. |  |  |
| 2.4.3 | A key lock shall be provided for the drawer trap. |  |  |
| 2.5 | The following standard locking shall be provided: |  |  |
|  | 1. one 3-wheel combination lock; and |  |  |
|  | 1. one key lock. |  |  |
| 2.6 | The material used shall be burglar and fire resistant agglomerate of high density and strength, impervious to the blowtorch as well as providing effective resistance to hand and mechanical tools. Burlgary protection standard EN 1143-1, or equivalent and fire resistance standard JIS S1037:1981, or equivalent shall be complied with. Manufacturer’s certificate shall be produced for verification upon request. |  |  |
| 2.7 | Body of the depository safe with hopper style drop door shall be monolithic construction with overall thickness 90mm (+5%), incorporating FM2 material or equivalent. Manufacturer’s certificate shall be produced for verification upon request. |  |  |
| 2.8 | Overall door thickness of the depository safe with hopper style drop door shall be greater than or equal to 135mm with an effective thickness of 30mm (+ 5%) embodying FM1 material or equivalent reinforced with steel plus a drill-resisting plate protecting the lock area. Manufacturer’s certificate shall be produced for verification upon request. |  |  |
| 2.9 | Additional protection against point-attack shall be given to vital parts of the boltwork by means of drill-resisting deflectors. |  |  |
| 2.10 | Boltwork  One-way horizontal moving boltwork shall be fitted with fixed bolts at the rear, each bolt being 32mm (+ 5%) in diameter, engaging into double rebates formed in the body. |  |  |
| 2.11 | A passive relocking device, independent of the locks, shall automatically block the moving boltwork in the event of a determined attack against the door. |  |  |
| **3** | **Item 1.2: Depository Safe** |  |  |
| 3.1 | Dimensions |  |  |
| 3.1.1 | External dimension shall be less than or equal to:  1468mm (H) x 638mm (W) x 738mm (D) (+5%). |  |  |
| 3.1.2 | Internal dimension shall be less than or equal to:  1300mm (H) x 500mm (W) x 530mm (D) (+5%). |  |  |
| 3.2 | Net weight shall be not more than 1060kg. |  |  |
| 3.3 | Standard locking of one 3-wheel combination lock and one key lock shall be provided. |  |  |
| 3.4 | The material used shall be burglar and fire resistant agglomerate of high density and strength, impervious to the blowtorch as well as providing effective resistance to hand and mechanical tools. Burlgary protection standard EN 1143-1, or equivalent and fire resistance standard JIS S1037:1981, or equivalent shall be complied with. Manufacturer’s certificate shall be produced for verification upon request. |  |  |
| 3.5 | Body of the depository safe shall be monolithic construction with overall thickness 75mm (+5%), incorporating FM2 material or equivalent. Manufacturer’s certificate shall be produced for verification upon request. |  |  |
| 3.6 | Door thickness of the depository safe shall have protective thickness of 55mm (+5%) embodying FM1 material or equivalent reinforced with steel plus a drill-resisting plate protecting the lock area. Manufacturer’s certificate shall be produced for verification upon request. |  |  |
| 3.7 | Additional protection against point-attack shall be given to vital parts of the boltwork by means of drill-resisting deflectors. |  |  |
| 3.8 | A passive relocking device, independent of the locks, shall automatically block the moving boltwork in the event of a determined attack against the door. |  |  |
| 3.9 | Base fixing of the depository safe on the floor with tailor made steel or equivalent frame and welding shall be required subject to onsite assessment. |  |  |
| **B** | **Implementation Services** |  |  |
| **1** | **Delivery, Installation, Testing and Commissioning Requirement** |  |  |
| 1.1 | The price quoted shall include local delivery, installation, on-site acceptance testing, commissioning and training. |  |  |
| 1.2 | Installation service shall be included and the Goods shall be secured to the building structure with metal or equivalent straps. |  |  |
| 1.3 | The supplier shall provide the conditions of delivery, including but not limited to packing and necessary environmental requirements for the CMH’s consideration. |  |  |
| 1.4 | The successful tenderer shall arrange insurance coverage they think right and appropriate to cover damage to the equipment during the period of delivery, storage, installation, testing and commissioning. The successful tenderer shall provide their own temporary protection for their works before hand-over of the works to the CMH. |  |  |
| 1.5 | Installation and calibration of the Goods shall be performed by the successful tenderer. |  |  |
| 1.6 | The successful tenderer shall be responsible to supply and install the expansion type anchor bolts, upright foot plate or equivalent to provide an additional support and anchor for the Goods fixing to the floor. |  |  |
| 1.7 | Inclusion of all installation work which shall be carried out by suitably qualified persons including without limitation registered electrical worker(s) with valid registration under relevant legislation. |  |  |
| 1.8 | The successful tenderer shall appoint a register structural engineer (RSE) at his own cost for the structural design and building the required supporting system for all the ceiling mounted, wall mounted or floor mounted components of the safes. The structural assessment and the proposed fixing details shall be assessed and recommended by RSE for the CMH’s vetting prior to the installation to be carried out. The successful tenderer shall provide the structural assessment and safety report certified by RSE for the placement of all components of the Goods. |  |  |
| 1.9 | The supplier shall provide the certification of fire resistance and the certification of burglary protection of the Goods. |  |  |
| 1.10 | The successful tenderer shall be responsible to clear away all packing materials, demolished and unused structural materials to a legal place after delivery / installation of the equipment at his own cost. |  |  |
| **C** | **Training** |  |  |
| 1 | On-site operational training shall be provided at no additional charges to the CMH for a minimum of two operation staff in the venue provided by the CMH. |  |  |
| 2 | The timetable and commencement dates for the courses shall be advised at least 1 month prior to the commencement of the course. Detailed syllabuses are also to be submitted at this time for approval. The practical part shall coincide with the installation and commissioning of the Goods. |  |  |
| 3 | The course of training shall include all materials such as notes, charts for the participants. These materials shall be available in hardcopy at the time of training to each attendee. |  |  |
| 4 | The training course shall be conducted in either English or Cantonese or both, as directed by the Government or the CMH Operator. |  |  |
| **D** | **Documentation** |  |  |
| 1 | Three sets each of (1 original and 2 copies) English operation manuals and service manuals with full parts list shall be provided with each equipment before or in time with the delivery. The intellectual property rights of the aforementioned materials shall remain vested in the CMH. |  |  |
| 2 | The CMH is allowed to make copies of the manuals for training or operational purposes. |  |  |
| **E** | **Acceptance Tests** |  |  |
| 1 | Once completion of delivery/installation on site of the Goods by the successful tenderer, the Goods shall be tested for acceptance at site by the CMH representative(s) and/or the successful tenderer. The test shall include checking on materials used, safety device/features, structure strength, functional tests and performance. |  |  |
| 2 | The successful tenderer shall provide all testing instruments and/or materials to conduct site acceptance test. The test shall be carried out by the CMH representative(s) and assistance or facilitation from the successful tenderer may also be required. All testing instruments to be used for the acceptance test shall be calibrated and copies of calibration certificates shall be forwarded to the CMH representative(s) for records within one month after the completion of calibration. |  |  |
| 3 | Full functional tests for demonstration of compliance of the equipment with operational and reliability requirements shall be provided by the successful tenderer to the satisfaction of the CMH representative. In the event that the equipment fails to conform to the requirements specified in section A of Part 3, the successful tenderer is required to carry out appropriate remedial measures and/or any rectification works, including replacement of the entire equipment, where deemed necessary. |  |  |
| **F** | **Indicative Warranty Service** | | |
| 1 | The successful tenderer shall provide at least one-year warranty period for the section A of Part 3 mentioned equipment supplied, or any part or portion thereof, starting from the acceptance of the Goods. During warranty period, all services which include replacement of faulty parts, breakdown services by qualified maintenance personnel who received training from manufacturer, shall be provided free of charge to the CMH. The successful tenderer shall provide relevant documents to prove that the maintenance personnel processes adequate skill for repair or replacement. |  |  |
| 2 | The successful tenderer shall replace all faulty parts with no additional costs to the CMH Operator, the replacement unit/component, if acceptable to the CMH Operator, shall be treated as a part of the Goods. |  |  |
| 3 | Any replacement parts provided by the successful tenderer shall become the property of the Government / the CMH Operator. Parts removed shall become the property of the successful tenderer provided always that the Government / the CMH Operator shall be entitled to retain any part which is to be replaced if the successful tenderer is unable to erase all the information stored in any form in such parts of the Goods. The successful tenderer shall, before removal of any such part, certify to the Government / the CMH Operator in writing that all information stored in such part has been  completely erased and shall be liable for any loss or damage caused by the possession or use of any information remaining in any part of the faulty part(s) so removed. |  |  |
| 4 | The supplier shall submit as an essential part of the offer a yearly maintenance schedule indicating the number of preventive maintenance services required for ensuring a satisfactory performance of the equipment offered. Document for operation or service manual and/or manufacturer’s confirmation shall be submitted upon the CMH’s request. If such information is not available, at least four complete sessions of preventive maintenance services shall be provided annually. |  |  |
| 5 | The supplier shall submit a price list of all spare parts of equipment chargeable to the CMH. For spare parts not covered by the submitted prices, the supplier must submit a quotation to the CMH for consideration every time when spare parts are required. |  |  |
| 6 | The successful tenderer shall be responsible to make good to the satisfaction of the CMH’s representatives, any defects on the equipment due to improper workmanship, faulty design or component failure which may arise within the warranty period of the equipment. |  |  |
| **G** | **Indicative Maintenance Service** |  |  |
| 1 | The preventive maintenance service shall include all necessary repairs, replacement of spare parts, adjustments, calibration, cleaning and lubrication necessary to ensure that the performance of the equipment conforms to the performance specifications referred to items above. Spare parts are included. In case of replacement, it will be free of charge to the CMH. |  |  |
| 2 | The preventive maintenance work shall be carried out as follows with no additional charge to the CMH: 0900 - 1800 hours from Monday to Friday, excluding public holidays. |  |  |
| 3 | The successful tenderer shall deploy properly trained service personnel to carry out the maintenance services and shall ensure that all necessary precautions for their safety are taken. |  |  |
| 4 | The successful tenderer shall provide free of additional charge corrective maintenance service to the CMH for providing immediate repair service for the Goods and related equipment in normal working hours. |  |  |
| 5 | The maintenance services shall be carried out in accordance with the maintenance procedures as described in the relevant equipment services manuals. |  |  |
| 6 | Upon notification by the CMH of a defect (departure from performance specifications) in the operation of the equipment of part thereof, the successful tenderer shall perform the corrective maintenance within 48 hours upon request from the CMH. This service shall include all necessary repairs, adjustment and replacement of spare parts to restore the equipment to its normal operational conditions in a time of no more than 3 working days upon receiving notification from the CMH. If such work being maintenance are not completed at the end of particular normal working period, subject to the user’s agreement, the maintenance work will either be completed on next working day, or arrangement will be made for the successful tenderer to carry on working until the particular maintenance task is completed. Spare parts are included. In case of replacement, it will be free of charge to the CMH. |  |  |

**Part 4 – Implementation Plan**

*(Note to Suppliers: Please provide the estimated time periods required for the completion of the following tasks, counting from the date of issue an order (“Order Date”). Both the start and end date of the Order Date is referenced as* ***Month 0****. The Goods should be* ***Ready for Use in the last month of the Implementation Plan.****)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Tasks of the Implementation Plan** | | **Estimated Time Period for**  **Performing the Tasks**  (The Order Date is set as Month **0**) | |
| **Start** (Month) | **End** (Month) |
|  | Order Date *(i.e. the date of order placed by the Government, if any)* | **0** | **0** |
|  | Submission of Site Preparation Information (if applicable) |  |  |
|  | Design of the Goods (if applicable) |  |  |
|  | Delivery of the Goods |  |  |
|  | Installation of the Goods |  |  |
|  | Implementation Services (*Please refer to* ***section B in Part 3*** *for details*) |  |  |
|  | Delivery of Documentation (*Please refer to* ***section D in Part 3*** *for details*) |  |  |
|  | Training (*Please refer to* ***section C in Part 3*** *for Details*) |  |  |
|  | Acceptance Tests |  |  |
|  | Any other tasks considered necessary by your company *(Please provide details, use separate sheet if space is insufficient)*: |  |  |
|  | Goods Ready for Use *(i.e. the date when the Goods has passed all acceptance tests and accepted by the Government)* | **0** |  |

**Part 5 – Indicative Price Information**

(*Note* *to Suppliers: The price information provided in this Part 5 is for Government’s consideration only and shall not constitute any commitment on the part of the Government or your company. Nevertheless, please provide the information as accurate as possible.*)

**(a) Indicative Price Information for the Goods**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Description** | **Estimated**  **Quantity** | **Unit Price** | **Estimated Goods Price** |
| **One-time Unit Price (HK$)** | **Estimated Goods Price for the Item specified opposite**  **(HK$)** |
|  |  | **(a)** | **(b)** | **(c) = (a) x (b)** |
| 1 | Supply, delivery, installation, testing and commissioning of the Goods, as more particularly specified in **section A1.1 in Part 3**, including the provision of a minimum 12-month warranty period. | 1 set |  | ***(Please provide breakdown cost for Item of the Goods)*** |
| 1.1 | Depository Safe with Hopper Style Drop Door | 1 set |  |  |
| 1.2 | Depository Safe | 1 set |  |  |
| 2 | Provision of implementation services as detailed in **section B in Part 3** | 1 lot |  |  |
| 3 | Provision of training services as detailed in **section C in Part 3** | 2 courses |  |  |
| 4 | Documentation as detailed in **section D in Part 3** | 1 lot |  |  |
| 5 | Other (please specify) | (please specify) |  |  |
| **Total One-time Charge**  (i.e. Sum of Estimated Goods Prices of Item 1- 5) | | | |  |

**Part 6 – Indicative Maintenance Charges and Spare Parts Price**

(Notes to Suppliers for completion of Part 6)

1. *Pursuant to item 1 of Part 5(a) above, the proposed Goods shall have a warranty period of not less than 12 months. The indicative warranty service requirements are stipulated in* ***section F in Part 3****, which are subject to changes at the sole discretion of the Government.*
2. *Indicative maintenance service requirements after the free warranty period are stipulated in* ***section G in Part 3****, which are subject to changes at the sole discretion of the Government.*
3. *It is expected that the maintenance services shall be comprehensive, all inclusive and shall cover all parts, components, labour and software support services. If your company considers that any components of the Goods may not be covered by the maintenance services (****saving that the labour shall always be covered by the maintenance services****) and may need to be charged separately, please indicate replacement costs of these components and their replacement frequency.*
4. *The annual maintenance charge within the serviceable life of the proposed Goods* ***is adjustable in accordance with the consumer price index (B) upon the expiry of each 12-months period of maintenance service****.*
5. **Indicative Maintenance Prices of the Proposed Goods**

| **Item** | **Description** | **Estimated**  **Quantity** | **Annual Maintenance Charge (for the first 12-month period of the Maintenance Period)** | |
| --- | --- | --- | --- | --- |
| **Unit Charge  (HK$)** | **Total Charge (HK$)** |
|  |  | **(a)** | **(b)** | **(c) = (a) x (b)** |
| 1.1 | Depository Safe with Hopper Style Drop Door | 1 set |  |  |
| 1.2 | Depository Safe | 1 set |  |  |

1. **Indicative Replacement Prices of Goods’ Components not covered by the Maintenance Services (if applicable) (***Leave the following table blank if not applicable***)**

(*Note to Suppliers:* ***The labor costs for replacement of these components shall always be covered by the maintenance charges for the provision of the maintenance services*** *regardless whether the prices for the supply of these components are covered by the maintenance services or not.)*

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Name of Items | Indicative  Replacement Price (HK$/no.) | Indicative Replacement Frequency (*e.g. once every 3 years*) |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |

1. **Indicative overtime charges for provision of maintenance services after office hours (if applicable)**

(*Note to Suppliers: (1) Office hours mean 0900 to 1800 hours from Monday to Friday excluding public holidays. (2) Minimum service hour(s) per call shall be counted upon arrival of the site.*)

|  |  |  |
| --- | --- | --- |
| (a) | Rates of overtime charges for maintenance service outside the office hours | HK$ per hour |
| (b) | Minimum service hour(s) per call | service hour(s) per call |

1. **Indicative Prices for Replacement of Other Spare Parts (if applicable)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Item | Name of Items | Price (HK$/no.) | Indicative Replacement Frequency (*e.g. once every 3 years*) | Expected time for delivery from date of order  (weeks) |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| 6 |  |  |  |  |

1. **Indicative Price for Annual Support Services of Software (if applicable)**

(*Note to Suppliers:* Please provide below annual charge for support services of the Goods’s software during the serviceable life of the Goods for the CMH Operator’s consideration. *The support services should include but not limited to:*

1. *provision and renewal of software toolkits, access codes, passwords, software keys and hardware keys, etc. necessary for all kinds of adjustments, in-depth diagnosis and trouble shooting of the Goods; and*
2. *version upgrade of the software.)*

|  |  |
| --- | --- |
|  | (a) Free of charge during serviceable life |
|  |  |
|  | (b) Yearly cost at $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Part 7 – Supplementary Information**

1. Number of proposed Goods Already Installed (leave blank if information is not available)

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Equipment** | **In Hong Kong** | **Globally**  **(Excluding those installed in**  **Hong Kong)** |
| 1.1 | Depository Safe with Hopper Style Drop Door | \_\_\_\_\_\_\_\_\_ sets | \_\_\_\_\_\_\_\_\_ sets |
| 1.2 | Depository Safe | \_\_\_\_\_\_\_\_\_ sets | \_\_\_\_\_\_\_\_\_ sets |

1. Year of Launch of the Proposed Goods (leave blank if information is not available)

|  |  |  |
| --- | --- | --- |
| **Item** | **Equipment** | **First launched in the market in Year** |
| 1.1 | Depository Safe with Hopper Style Drop Door |  |
| 1.2 | Depository Safe |  |

1. Pre-Installation Requirements of the Proposed Goods (if any)

*(Pre-installation requirements may include any preparation work and provisions that are necessary for the installation of the Goods, such as the requirements of ceiling mount support, power supply requirements, etc.)*

**Part 8 – Questionnaire**

|  |  |
| --- | --- |
| **Information Required** | **Complete by the supplier** |
| 1. What is the payment schedule? |  |
| 1. Please state if any equipment does not have local after-sale service, if yes, please state how long would delivery take for replacement parts. |  |
| 1. Please provide job reference(s) for the Goods. |  |

**END**