

TENDER FOR THE PROVISION OF VIDEO PRODUCTION SERVICES
FOR THE HOUSING CHANNEL

TENDER REF. HAQ20180132

It is hereby notified that tenders are invited for the following:—

<i>Tender Reference</i>	<i>Subject</i>	<i>Quantity</i>
HAQ20180132	Provision of Video Production Services for the Housing Channel on a 24-month contract (with an option to extend the term of the contract for a further 12 months)	20 items

Forms of tenders and further particulars are obtainable from the Housing Department Purchasing and Supplies Section at Ground Floor, Tun Man House, Oi Man Estate, Ho Man Tin, Kowloon, Hong Kong (Fax: 2624 6890).

Tenders must be clearly marked with the tender reference and the subject of the tender on the outside of the envelope (but should not bear any indication which may relate the tender to the tenderer), addressed to the Chairman, Tender Opening Committee, Hong Kong Housing Authority and reach the Hong Kong Housing Authority before 10.00 a.m. on Friday, 4 May 2018 (Hong Kong Time) in one of the following ways:—

- (a) be deposited personally in the Hong Kong Housing Authority Tender Box located at Ground Floor, Block 2, Housing Authority Headquarters, 33 Fat Kwong Street, Ho Man Tin, Kowloon, Hong Kong, or
- (b) be sent by post or courier to:—

The Chairman, Tender Opening Committee,
c/o Receipt and Despatch Unit,
The Hong Kong Housing Authority,
Basement 1, Block 2,
Housing Authority Headquarters,
33 Fat Kwong Street, Ho Man Tin, Kowloon,
Hong Kong.

Late tenders will not be accepted.

The tender closing time and the tender closing date will automatically be deferred to 10.00 a.m. on the following Monday or the next earliest possible working day of the following week in the following circumstances:—

- (a) if Tropical Cyclone Warning Signal No. 8 or above is hoisted before and remains hoisted for any duration within two (2) hours before, the tender closing time on the tender closing date; or
- (b) if a 'Black' Rainstorm Warning is announced by Government (*via* the Information Services Department) before and remains in force for any duration within two (2) hours before, the tender closing time on the tender closing date; or
- (c) when the Director of Housing announces the closure of the Housing Authority Headquarters Building due to unforeseen circumstances before and the Housing Authority Headquarters Building remains closed for any duration within two (2) hours before, the tender closing time on the tender closing date.

For the avoidance of doubt, the tender closing time and the tender closing date will remain unchanged if Tropical Cyclone Warning Signal No. 8 or above or the 'Black' Rainstorm Warning is lowered or withdrawn, or the Housing Authority Headquarters Building is reopened, two (2) hours or more before the tender closing time on the tender closing date.

The Hong Kong Housing Authority does not bind itself to accept the tender with the highest overall score or any tender, and reserves the right to negotiate with any tenderer about the terms of the offer.

Details of the award of this contract will be published in the Government of the Hong Kong Special Administrative Region Gazette and made available in the Housing Authority website on Internet at (<http://www.housingauthority.gov.hk>).