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## BISFed 2019 Hong Kong Boccia World Open Tender Notice

### Basic Information

#### The Event

Organized by the Hong Kong Paralympic Committee & Sports Association for the Physically Disabled, the BISFed 2019 Hong Kong Boccia World Open (BISFed 2019香港世界硬地滾球公開賽) is an important tournament in the international boccia competition calendar. The athletes can score ranking points for the Tokyo 2020 Paralympics Qualifications.

#### Period

- Press Conference: Week of 6 May 2019
- Whole Event: 12-20 May 2019 (Sunday-Monday)
- Tournament: 13-19 May 2019 (Monday-Sunday)
- Farewell Dinner: 19 May 2019 (Sunday)

#### Venues

- Press Conference Venue: Hong Kong Sports Institute (25 Yuen Wo Road, Shatin)
- Competition Venue: Ma On Shan Sports Centre (14 On Chun Street, Ma On Shan, Shatin)
- Official Hotel: Royal Park Hotel (8 Pak Hok Ting Street, Shatin)
- Farewell Dinner Venue: To be confirmed

### Job Requirements

1. Develop a design framework to be adapted in all necessary props, collaterals and promotional materials for the event. All logos of major organizations involved in the Championships must be included in the backdrops and banners.
2. Provide venue decoration design and production of related materials, and arrange venue set-up for the press conference, competition and farewell dinner.
3. Provide technical support for the opening and victory ceremonies, and the operation of the equipment such as laptop and LCD TV for various display, PA system and scoring system.
4. Provide logistical support for the equipment transportation for venue set-up.

Detailed requirements will be shared in the tender briefing to be held in HKPC&SAPD office at 3:00pm on 8 March 2019 (Friday).



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### Timeline

Tender briefing	3:00pm on 8 March 2019 (Friday)
Deadline for proposal submission	5:00pm on 26 March 2019 (Tuesday)
Proposal presentation at HKPC&SAPD office	29 March 2019 (Friday)
Confirmation of selected contractor	4 April 2019 (Thursday)
Press conference venue set up	Week of 6 May 2019
Competition venue set up	12 May 2019 (Sunday)
Farewell dinner venue set up	19 May 2019 (Sunday)
Venue dismantle	19 May 2019 (Sunday) - after event

### Enquiries

Ms. Lilian Ip (Senior Programme Officer - Communication & Corporate Affairs)

Ms. Joey Cheung (Programme Assistant)

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### Remarks

The tenderer shall ensure that his agents and employees shall not give or offer any advantages as defined under the Prevention of Bribery Ordinance to any agent or employee of the Hong Kong Paralympic Committee & Sports Association for the Physically Disabled, the "Association".

The tenderer is also prohibited from colluding with other bidders in this tendering exercise in whatever forms (e.g. price rigging). Any breach of or non-compliance with these clauses by the tenderer shall, without affecting the tenderer's liability for such breach or non-compliance, invalidate his tender. The tenderer is required to sign the Non-Collusive Tendering Certificate attached to this notice.

If the supplier/contractor or any employee or agent of the supplier/contractor shall be found to have committed an offence under the Prevention of Bribery Ordinance in relation to the tender or the contract, the Association may terminate the contract without entitling the supplier/contractor to any compensation therefore, and the supplier/contractor shall be liable for all losses and expenses necessarily incurred by the Association as the result of such termination of the contract.

To: Hong Kong Paralympic Committee & Sports Association for the Physically Disabled (HKPC&SAPD)

Dear Sir/ Madam,

**Non-Collusive Tendering Certificate**  
**Contract No. TER-002/2019 (the “Contract”)**

1. We, \_\_\_\_\_ (name of the tenderer) of \_\_\_\_\_  
\_\_\_\_\_ (address of the tenderer) refer to the tender for the Contract (the “Tender”) and our bid in relation to the Tender.

**Non-collusion**

2. We represent and warrant that in relation to the Tender:
- (a) Our bid was developed genuinely, independently and made with the intention to accept the Contract if awarded;
  - (b) Our bid was not prepared with any agreement, arrangement, communication, understanding, promise or undertaking with any person (including any other tenderer or competitor) regarding:
    - i) prices;
    - ii) methods, factors or formulas used to calculate prices;
    - iii) an intention or decision to submit, or not submit, a bid;
    - iv) an intention or decision to withdraw a bid;
    - v) the submission of a bid that does not conform with the requirements of the tender;
    - vi) the quality, quantity, specifications or delivery particulars of the products or services to which this tender relates; and
    - vii) the terms of the bid,
- and we undertake that we will not, prior to the award of the Contract, enter into or engage in any of the foregoing.
3. Paragraph 2(b) of this certificate shall not apply to agreements, arrangements, communications, understandings, promises or undertakings with:
- (a) the HKPC&SAPD;
  - (b) a joint venture partner, where joint venture arrangements relevant to the bid exist and which are notified to the HKPC&SAPD;
  - (c) consultants or sub-contractors, provided that the communications are held in strict confidence and limited to the information required to facilitate that

- particular consultancy arrangement or sub-contract;
- (d) professional advisers, provided that the communications are held in strict confidence and limited to the information required for the adviser to render their professional advice in relation to the Tender;
  - (e) insurers or brokers for the purpose of obtaining an insurance quote, provided that the communications are held in strict confidence and limited to the information required to facilitate that particular insurance arrangement; and
  - (f) banks for the purpose of obtaining financing for the Contract, provided that the communications are held in strict confidence and limited to the information required to facilitate that financing.

**Disclosure of subcontracting**

4. We understand that we are required to disclose all intended sub-contracting arrangements relating to the Tender to the HKPC&SAPD, including those which are entered into after the Contract is awarded. We warrant that we have duly disclosed and will continue to disclose such arrangements to the HKPC&SAPD.

**Consequences of breach or non-compliance**

5. We understand that in the event of any breach or non-compliance with any warranties or undertakings in this certificate, the HKPC&SAPD may, at its discretion, invalidate our bid, exclude us in future tenders, pursue damages or other forms of redress from us (including but not limited to damages for delay, costs and expenses of re-tendering and other costs incurred), and/or (in the event that we are awarded the Contract) terminate the Contract.

6. Under the Competition Ordinance, bid-rigging is serious anti-competitive conduct. We understand that the HKPC&SAPD may, at its discretion, report all suspected instances of bid-rigging to the Competition Commission (the “Commission”) and provide the Commission with any relevant information, including but not limited to information on our bid and our personal information.

**Signed for and on behalf of the \_\_\_\_\_(tenderer):**

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Position: \_\_\_\_\_  
Date: \_\_\_\_\_