

## Notice of Inviting Expression of Interest through Internet

Agreement No. CE 19/2007 (HY)

### Hiram's Highway Improvement Stage 2 - Investigation

#### Invitation to Express Interest

Interested consultants are invited to express their interest in undertaking the above consultancy.

Consultants should fulfil and declare that they have met the following longlisting criteria for their submissions to be considered further:

- (1) A company registered in Hong Kong with an office in Hong Kong with resident staff.
- (2) Have at least one professional staff in Hong Kong serving in each of the following service categories (but two for S9):
  - (a) S2 Geotechnical Engineering/Geology
  - (b) S8 Traffic Engineering/Transportation
  - (c) S9 Highway Engineering/Bridge
  - (d) S14 Project management
- (3) Have at least one professional in any two of the of the following service categories:
  - (a) S7 Tunnel Engineering
  - (a) S11 Environmental Studies
  - (b) S12 Urban Planning and Landscaping
- (4) Have at least twenty professional staff in Hong Kong
- (5) The consultants should comply with the ISO 9001:2000 certification requirements as described in Annex D of the Electronic Invitation Package (EIP).

Interested consultants may obtain an EIP in the context of Works Bureau Technical Circular No. 17/2001 for the assignment by contacting the following officer of Highways Department:

<u>Name</u>	<u>Post</u>	<u>Telephone</u>	<u>Fax No.</u>
Mr. W K Shung	Senior Engineer	2762 3658	2714 5289

The scope of this assignment, which is to commence in August 2007, is indicated in the attached copy of the draft Brief given in **Annex A** of the Electronic Invitation Package (EIP).

If you are interested in this assignment, would you please reply to the Major Works Project Management Office, Highways Department at 6/F, Ho Man Tin Government Offices, 88 Chung Hau Street, Ho Man Tin, Kowloon before **12:00 noon on 14 May 2007 (Monday)**, by submitting

**six** sets of documents containing the following information in a maximum of four A4 pages with a minimum font size of 12:

- (a) your broad approach to the assignment and appreciation of requirements;
- (b) previous relevant experience both in Hong Kong and elsewhere;
- (c) an indication of key staff likely to be employed for the assignment, together with their curriculum vitae;
- (d) an indication of sub-consultants to be employed; and
- (e) your comments on the draft Brief.

Please note that no attachments, except for the curriculum vitae of the key staff likely to be employed on the consultancy, should be included in your submission. Late submissions or submissions that do not conform to the requirements in respect of the number of pages, the page size, the font size or the attachments will not be considered.

If a black rainstorm warning or typhoon signal No. 8 or above is hoisted between 9 a.m. and 12 noon on the closing day for receipt of the submissions, the closing date shall be extended to 12 noon on the following working day (excluding Saturday). Late submissions will not be considered.

You may make your submission in either electronic format or hard copy format. If part of the submission is made in both electronic and hard copy formats, the electronic format shall prevail over the corresponding hard copy format. If you elect to make your submission in electronic format, the documents for your proposal shall be prepared and submitted in accordance with **Annex B** of the EIP – Requirements for Submission of Proposal in Electronic Format. All proposals, whether submitted in electronic format or in hard copy format, will be evaluated on an equal basis.

The electronic documents for preparing your submission are included in the attached CD-ROM and are listed in Schedule 2 to the attached licence conditions for using these documents. You will be deemed to have accepted these conditions if you use these documents listed in Schedule 2.

The assessment criteria and weightings for marking the expression of interest submitted by consultants and the composition of the assessment panel are given in **Annex C** of the EIP. Bidding consultants should note that in marking the submissions, the assessment panel will give special attention to the consultants' experience in the fields of cultural and heritage assessment, public consultation, environmental assessment and planning and landscape design. For information, the Assessment Panel has agreed that for this consultancy, the past performance of sub-consultants will be assessed in the Technical and Fee Proposal stage and the Expression of Interest stage (see ETWB TC(W) No. 4/2007).

If you are a limited liability company, then you are required to submit documentary proof that the majority of the voting power in meetings of the company shall be held by directors who are consulting engineers (or equivalent professionals of associated professions).

You are also required to declare any involvement or interest if it is considered by you to be in real or apparent conflict with the duties to be performed for this consultancy. Any involvement or interest declared would be carefully considered but would not automatically bar you from being further considered in the selection process.

You are required to comply with the requirements as described in the “Notes to the Requirements of Quality Management System Certification of Consultants in **Annex D** of the EIP, and submit all necessary documents together with your expression of interest submission.

The initial list of qualified consultants approached for this Assignment is given in **Annex E** of the EIP for your information. However, you should note that the Government is not bound to invite technical and fee proposals from any of these consultants expressing an interest. Based on the response received, normally not less than four suitable firms will be shortlisted for submission of technical and fee proposals.

Consultants having linkages to each other, e.g. subsidiaries, parent or sister companies are not allowed to bid on the same agreement. Only one firm of such consultants, as the case may be, should submit expression of interest for this agreement. You are required to declare any linkage with other consultants on the above list.

Please note that where the Consultants are non-resident corporation or, where the Consultants are unincorporated joint venture or partnership or sole proprietorship, any one of the participants or partners or the sole proprietor is a non-resident, the Government shall withhold a percentage equivalent to the prevailing Hong Kong Special Administration Region (hereinafter referred to as Hong Kong) profits tax rate applicable to unincorporated and incorporated business at the time the services are rendered (the current rates being 16% for unincorporated business and 17.5% for incorporated business for the year of assessment of 2005/2006) of any fee payable to the Consultants, whether by way of lump sum, instalments or discounted payments, but exclusive of any reimbursement of expenses, if any, in respect of the Services performed/provided in Hong Kong for the settlement of Hong Kong profits tax chargeable on the fee. Any balance representing the excess of fees so withheld in the basis period of the year of assessment over the Consultants’ tax liability for that year will be returned to the Consultants without interest within a reasonable time upon final determination and settlement of their tax liabilities.

Where the Consultants are non-resident corporation or, where the Consultants are unincorporated joint venture or partnership or sole proprietorship, any one of the participants or partners or the sole proprietor is a non-resident, should they be awarded the consultancy, such data (including but not limited to their names, nature of engagement, consultancy period, consultancy fee, correspondence address (both local and overseas) and the amount of tax withheld) will be notified/provided to the Inland Revenue Department for tax assessment and collection purposes.

“Non-resident” means in the case of an individual, one who maintains a place of abode outside Hong Kong; and in the case of a corporation, one which is not incorporated in Hong Kong.

Consultants shall declare their resident status or the sole proprietor’s resident status in their consultancy proposals. If the Consultants are unincorporated joint venture or partnership, the Consultants must declare the resident status of each and every participant or partner thereof. A sample declaration letter is given in ETWB TWC No. 34/2004.

Please also note that documents of unsuccessful consulting firms will be destroyed three months after the date the Agreement has been awarded and signed.

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