

Notice of Inviting Expression of Interest through Internet

11 December 2007

Agreement No. WD 8/2007

Upgrading of Remaining Sections of Kam Tin Road and Lam Kam Road – Drainage Impact Assessment and Traffic Impact Assessment Study

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

Consultants should fulfill 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 the required professional staff resident in Hong Kong serving in the following category:
 - At least 2 nos. of professionals in water supply, hydraulics and hydrology discipline (S4)
 - At least 2 nos. of professionals in traffic engineering/transportation discipline (S8)
 - At least 2 nos. professionals in highway engineering/bridges discipline (S9)
- (3) Considering that this assignment is not straightforward for reason that it is multi-disciplinary in nature, the selection criteria do not confine to small consulting firms and the procedures described in Appendix A of ETWB TC(W) No. 45/2002 in respect of the selection of consultants for small consultancy agreements (i.e. estimated consultancy fees less than \$4 million) do not apply.
- (4) Interested consultants may obtain an Electronic Invitation Package (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. Y K LAU	SE/K2	3188 3338	3188 3420

The scope of this agreement, which is to commence in March 2008, is indicated in the draft Brief (version 11_12_2007) given in **Annex A** of the EIP.

If you are interested in this agreement, would you please reply to the Works Division, Highways Department at 16/F, Skyline Tower, 39 Wang Kwong Road, Kowloon Bay before **12:00 noon on 24 December 2007 (Monday)** by submitting **eight sets** of documents containing the following information in a maximum of four A4 pages and a minimum font size of 12 of Times New Roman:-

- (a) your broad approach to the assignment and appreciation of the 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 attachments showing their curriculum vitae, degree of involvement in the project (in terms of time percentage), current commitments in other projects (also in terms of time percentage) and an organization chart of the study/project team as necessary) ;
- (d) an indication of sub-consultants to be employed; and
- (e) your comments on the draft Brief (version 11_12_2007).

Please note that no attachments, except attachments for the curriculum vitae of the key staff likely to be employed on the consultancy, degree of involvement in the project (in terms of time percentage), current commitments in other projects (also in terms of time percentage) and the organization chart of the study/project team as mentioned above, 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 9:00 a.m. and 12:00 noon on the closing date for receipt of the submissions, the closing date shall be extended to 12:00 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 the “Requirements for Submission of Proposal in Electronic Format” given in **Annex B** of the EIP. 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. For information, the Assessment Panel has agreed that for this consultancy, the past performance of sub-consultants will not be assessed in the Technical and Fee Proposal stage, but the past performance of sub-consultants shall continue to be a mandatory assessment criterion at the Expression of Interest stage.

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. This information will not be counted as part of the A4 size pages. 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 information will not be counted as part of the A4 size pages.

The initial list of qualified consultants being 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 five suitable firms will be shortlisted for submission of technical and fee proposals.

Consultants (these must be consulting firms to be eligible for being considered for this consultant selection exercise) having linkages to each other, e.g. subsidiaries, parent or sister companies are not allowed to bid on the same agreement. Only one firm among such consultants, as the case may be, should be allowed to submit expression of interest for this

consultancy. You are thus required to declare any linkage with other consultants on the above list. The existence of a holding-subsidary relationship shall be determined in accordance with the provisions in Section 2(4) to (8) of the Companies Ordinance, Cap 32, “Sister companies” shall mean all companies which are subsidiaries of or otherwise belonging to the same holding company. Consultants having linkages should sort out among themselves before submitting any expression of interest.

For the purpose of this “no linkage” requirement, an academic institution and any separate entities/companies formed by the same academic institution or any of its current staff, or any two of such entities/companies (whether formed by the same staff or not), shall be regarded as “linked”. An academic institution, and all such entities/companies formed by it or any of its current staff (whether by the same staff or not), shall be allowed to submit only one expression of interest for the same consultancy agreement. You are also required to declare any such linkage with other consultants on the above list, if applicable. An entity/company is regarded as formed by the academic institution or its staff if the latter is a partner/shareholder or a director of the former, whether or not the latter is a founding partner/subscriber when the entity/company was formed.

Failure to observe this requirement shall render all related expression of interest submitted null and void and any such submission shall not be considered.

You are reminded that submissions are being invited on a non-commitment basis and the Government will not be responsible for the reimbursement of any cost incurred by you for the preparation of the submission.

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

If you have any enquiry, please contact Senior Engineer/K2, Mr. Y K LAU. He can be contacted at Tel. No. 3188 3338 or e-mail address sek2.wd@hyd.gov.hk.