



中華人民共和國香港特別行政區政府總部教育局  
Education Bureau  
Government Secretariat, The Government of the Hong Kong Special Administrative Region  
The People's Republic of China  
Li Cheng Uk Government Primary School  
43 Tonkin Street, Shamshuipo, Kowloon  
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本局檔號 Our Ref. EDB LCUP/3-5/8/14 (2)

來函檔號 Your Ref. :

執事先生：

### 報價邀請

### 承投「繪畫壁畫服務」

李鄭屋官立小學(以下簡稱本校)現誠邀 貴公司/機構承投提供「繪畫壁畫服務」。報價書(包括報價附表及承辦服務報價表格)必須為一式兩份,並就隨附的報價書附表上所列的項目及/或服務,提出詳細建議書,一併放置信封內封密及在報價截止日期**2022年5月10日下午1時正或以前**(香港時間)送抵本校之報價箱內。信封面應清楚註明承投「繪畫壁畫服務」,但毋須顯示 貴公司/機構的名稱。逾期的報價概不受理。

由上述報價截止日期起計, 貴公司/機構的報價書有效期為90天。如在該90天內仍未接獲正式通知,則是次報價可視作落選論。

倘 貴公司/機構未能或不擬報價,請填妥附錄回條,在報價截止日期**2022年5月10日下午1時正或以前**寄回本校。

  
(鄧瑞芬副校長)

二零二二年四月二十日

- 註：
1. 報價公司/機構不可在報價邀請書封面上顯示該機構之任何資料(包括:文字、符號或徽章。)
  2. 本校不容許屬下員工向報價公司/機構或承辦商收取任何利益或佣金,亦不容許各報價公司/機構或承辦商向本校員工提供任何與其職責有關之利益者,兩者均屬違法行為。
  3. 假如在截標當日上午8時正後(香港時間),黑色暴雨警告信號或八號熱帶氣旋警告信號或更高警告信號仍然生效,該項招標的截標時間,將順延至下一個工作日下午1時正(香港時間),星期六、星期日及公眾假期除外。

Li Cheng Uk Government Primary School  
43 Tonkin Street, Shamshuipo, Kowloon

Services Details and Requirements

Project	Mural Arts/ Wall Painting (including design service)
Venue	Li Cheng Uk Government Primary School (43 Tonkin Street, Shamshuipo, Kowloon)
Period	To be finished on or before 19 <sup>th</sup> August 2022 (Tentative)
Time available for works	<ul style="list-style-type: none"> <li>• Monday to Friday from 8:30a.m. to 5:00p.m. (excluding public holidays)</li> <li>• Any weekend may be arranged if it is necessary upon mutual agreement.</li> </ul>
Requirements	<ul style="list-style-type: none"> <li>• Three Wall Paintings are required</li> <li>• The design ideas mainly related to cultural diversity and story telling</li> <li>• Car Park Wall Painting design <ul style="list-style-type: none"> <li>➢ Car Park Wall: <b>approx. (w) 6.25m x (h) 3.84m</b></li> </ul> </li> <li>• English Room Wall Painting design <ul style="list-style-type: none"> <li>➢ a) English Room Wall: <b>approx. 6m x 3m</b></li> <li>➢ b) English Room Side Wall: <b>approx. 3m x 3m</b></li> </ul> </li> <li>• Wall painting and design would need to adapt to the limitation of the actual venue like the pipes, windows, and the exit doors, etc.</li> <li>• The final artwork requires layers of varnish coating for protecting purpose</li> <li>• Contractor is required to consult the school on artistic design and implementation, and the school has the final decision of the product and the process to implement</li> <li>• All the painting materials and varnish coating materials should comply to the VOC regulation by the Environmental Protection Department and be provided by service provider</li> <li>• Date and Time Available for Site Visit: <ul style="list-style-type: none"> <li>- From 26 April 2022 to 28 April 2022 between 1:00 p.m. and 4:00 p.m.</li> <li>(Prior Reservation is required)</li> </ul> </li> </ul> <ol style="list-style-type: none"> <li>1. Designer employed by the Service Provider shall: <ul style="list-style-type: none"> <li>• have relevant qualification which would be seen as an advantage.</li> </ul> </li> <li>2. Record Check <ol style="list-style-type: none"> <li>2.1. Without limitation, the Service Provider shall not engage any person with previous criminal convictions and sexual convictions for the delivery of the Services. The Service Provider <sup>Note</sup> shall require the Service Provider's employees to: <ol style="list-style-type: none"> <li>a) declare in the job application form and/or other related documents whether they have been convicted of any criminal offence in Hong Kong or elsewhere, and to provide the details; and</li> <li>a) undergo the Sexual Conviction Record Check with the Hong</li> </ol> </li> </ol> </li> </ol>

	<p style="text-align: center;">Kong Police Force under the Sexual Conviction Record Check Scheme implemented on 1 December 2011 to the Government.</p> <p>2.2. The Service Provider shall seek the consent of the employees to pass the information regarding Clauses 4 to Government Representative for its consideration of the suitability of the Service Provider's prospective employees.</p> <p>Note: The Service Provider shall inform the Service Provider's employees of the following:</p> <ol style="list-style-type: none"> <li>1. It is obligatory for the Service Provider's employees to provide the information required;</li> <li>2. Refusing to disclose the required information or intentionally providing false information and/or withholding any material information may render them unsuitable for deployment at the School Premises;</li> <li>3. The information provided by the employees is used by Government Representative for the consideration of their suitability for deployment at the School Premises;</li> <li>4. Any conviction of criminal offence(s) may not necessarily render them unsuitable for deployment at the School Premises; and</li> <li>5. The employees have the right to request for access and correction of the information provided by sending a written request to the Service Provider.</li> </ol>
Payment	Payment shall be settled upon completion of all works with school's satisfaction.
Remarks	<ol style="list-style-type: none"> <li>1. Service provider should use suitable and safe working platforms as far as practicable instead of ladders for working at height in wall painting works. Service provider shall be responsible for all issues related to insurance and claims of personnel provided by the services provider.</li> <li>2. <b>All original designs agreed and paid by the school shall be the sole and exclusive property of the school. All intellectual property rights (including copyright) of the aforementioned categories of designs shall remain vested in the school thereafter.</b></li> <li>3. Without the prior written consent from the school, addition, alteration or revision of clauses of this quotation invitation and the service contract by the contractors, including but not limited to imposition of administrative fee under any circumstances, will not be considered or accepted. Quotations failed to comply is subject to disqualification.</li> <li>4. Service provider shall deliver the service promptly and accurately in accordance to the service contract upon acceptance of the school's order. Service provider shall pay the price difference to the school if such service undelivered is obtained from another service provider or elsewhere.</li> <li>5. Quotation shall be valid for 90 days from the closing date of this quotation invitation.</li> <li>6. Warning against Bribery <ol style="list-style-type: none"> <li>6.1. The offer of an advantage to any Government officer with a view to influencing the award of the Contract is an offence under the Prevention of Bribery Ordinance (Chapter 201 of the Laws of Hong Kong). Any such offence committed by a Service Provider or any of</li> </ol> </li> </ol>

	<p>its officers (including directors), employees or agents will render its Quotation null and void.</p> <p>6.2. The successful Service Provider shall inform its officers, employees (whether permanent or temporary), agents and sub-contractors who are connected with the provision of the Services that the soliciting or accepting of advantages, as defined in the Prevention of Bribery Ordinance (Chapter 201 of the Laws of Hong Kong) is not permitted. The successful Service Provider shall also caution its officers (including directors), employees and agents and sub-contractors against soliciting or accepting any excessive hospitality, entertainment or inducement which may impair their impartiality in relation to the selection of its sub-service providers, if any, or the supervision of the work of the sub-service providers once selected.</p> <p><b>6.3. “Vaccine Pass”</b></p> <p><b>6.3.1. The Contractor shall require all Relevant Personnel to present vaccination record of at least the first dose of COVID-19 vaccine prior to their entry into indoor government premises which are their places of work, or for work-related purposes (including for meetings and for fulfilment of duties). The number of vaccine doses required may be revised in the light of the development of COVID-19 epidemic situation.</b></p> <p><b>6.3.2. For the purpose of Clause 6.3.1, the Contractor shall comply with the entry requirement of Government premises, implementation approaches, requirement on the vaccination record and other relevant documentations to be presented, consequence of non-compliance, maintenance and updating of the register of vaccination status, and all other necessary requirements as determined by the Government.</b></p> <p><b>6.3.3. The Contractor shall ensure that the Relevant Personnel will have given consent to the Contractor to pass the personal data in relation to Clause 6.3.1 above to authorised persons of the Government for the purposes of the provisions of this Clause and other provisions of the Contract.</b></p>
<p>Selection Criteria:</p>	<p>The offer will be awarded to the company that offers the lowest price while all requirements listed in the document being fulfilled.</p>

Grateful if you can reply with proposal of the above service on or before 10 May, 2022 1:00 p.m. Please feel free to contact Mr Stanley CHAN & Ms Christine FUNG at telephone no. 2386 8049 for inquiries.

1. 投標機構必須遞交以下文件，全部文件均需一式兩份：	
1.1	有效的商業登記證明文件副本，有關文件副本必須附上機構蓋印及負責人簽署
1.2	已填妥的「Reply for the Invitation of Proposals Mural Arts / Wall Painting」
1.3	設計圖則樣本

2. 防止賄賂條例	
2.1	<p>根據《防止賄賂條例》，在學校採購過程中，如學校員工接受供應商和承辦商提供的利益，或供應商和承辦商向學校員工提供利益，均屬違法。學校不容許供應商和承辦商透過任何形式的利益(包括捐贈)影響學校的選擇。學校員工或供應商和承辦商任何一方或雙方有干犯上述違法行為，有關投標書將不獲考慮；即使已獲委聘，所簽訂的有關合約亦會被宣告無效。</p> <p>投標公司或機構必須向學校聲明其公司、僱員及代理未有向學校校董會成員、學校僱員或家人、親屬或朋友本人或所經營之公司涉及任何利益衝突；亦沒有為任何家長或學生取得利益（香港法例第 201 章《防止賄賂條例》所界定之「利益」）；並知悉如向有關人士提供、或藉賄賂、「圍標」取得合格，可導致合約無效，且屬犯法。而承辦機構為學校而因蒙受的任何損失或損害負上法律責任（請參考《防止賄賂條例》）。</p>

3. 提交投標文件	
3.1	投標機構須把第二項所需文件一式兩份，分別密封於信封內遞交，信封面清楚註明「承投繪畫壁畫服務」字樣。投標機構不可於信封上展示或披露身份，否則有關投標文件將不會被考慮。
3.2	截標日期為 2022 年 5 月 10 日(星期五)下午 1 時正。投標機構須於截標日期前，交回所需文件到本校校務處，本校地址為香港九龍深水埗東京街 43 號，逾期遞交投標文件概不受理。
3.3	如截止投標當日下午 1 時正仍然懸掛黑色暴雨警告信號或八號(或以上)的熱帶氣旋信號，截標時間將順延至下一個工作天之同一時間。
3.4	投標文件的有效期為 90 天，由上述截標日期開始計算。本校會發出信件通知中標機構，如在 90 天內仍未接獲正式通知，則是次投標可視作落選論，本校不會另行通知落選機構。
3.5	若機構決定不會投標，請把填妥的「Reply for the Invitation of Proposals Mural Arts / Wall Painting」寄回本校，以便跟進。

4. 招標要求	
4.1	工程完成日期為八月十九日或以前(暫定)。工程施工時間為星期一至星期五早上八時三十分至下午五時；實際施工日期須與學校協商。
5.2	學校可因應舉行活動或其他原因更改上述工程之日期及時間。
5.3	投標價格將成為整個合約期內的唯一有效報價，及後的價格變動將不獲考慮；此乃單項承包工程，工程價單只供刪減項目用途，若沒有正式書面確認，不能附加工程價目。

5.4	本校將於整個工程完結及驗收完成後方會一次性繳交全部費用。
5.5	投標機構必須保證其機構所供應的項目並無侵犯任何專利權。
5.6	投標機構必須親自到學校現場量度壁畫牆壁的尺寸。
5.7	投標機構必須保證其機構所提供的服務不會損學校校舍及設備。如有損壞，投標機構必須作出賠償。
5.8	投標機構所提供服務必須符合香港法例規定，符合最低工資、僱員補償保險、第三者保險等(請提供相關證明文件影印本)，連同機構註冊文件影印本與標書一併繳交。投標機構必須保證其機構的商業登記及僱員補償保險均屬有效。
5.9	承辦機構須負責有關畫家的假期、津貼、福利、強積金及各項保險等。
5.10	學校員工或投標機構任何一方或雙方如有犯上違法行為，有關投標文件將不獲考慮；即使已獲委聘，所簽訂的有關合約亦會宣告無效。
5.11	<p>疫苗通行證</p> <p>5.11A 承辦商必須按「疫苗通行證」計劃，要求所有相關人員在進入作為其工作地點的政府內場所或出於與工作相關的目的(包括會議和履行職責)之前，出示已接種最少一劑新冠疫苗的疫苗接種紀錄。政府可能會根據新冠肺炎疫情的發展，而修改所需的疫苗劑量。</p> <p>5.11B 就第 5.11A 條而言，承辦商必須要求所有相關人員遵守進入政府場所的規定、實施方法、疫苗接種紀錄及其他相關文件的要求，以及政府所有其他必要要求，例如更新疫苗接種登記冊。</p> <p>5.11C 承辦商須確保有關人員已同意由承辦商將與上述第 5.11A 條有關的個人資料交予政府授權人士，以維護「疫苗通行證」計劃條文及合約其他條文之目的。</p>

6. 評審程序	
6.1	本校將於 2022 年 4 月 26 日至 2022 年 4 月 28 日下午 1 時至 4 時安排各有興趣投標公司到校視察場地。貴公司如欲派員到校視察場地，請於 2022 年 4 月 22 日或之前先致電向校務處馮小姐或陳先生預約。
6.2	投標機構必須注意「承投繪畫壁畫服務」將成為日後本校與中標機構所簽訂之合約的基礎部分，合約一經簽署，本校可按承諾書的條文對繪畫服務的監察，以評核承辦機構服務水平是否達標及可能為提早終止合約的理據。

8. 查詢	
8.1	如有查詢，請致電 2386 8049 與李鄭屋官立小學校務處馮小姐或陳先生聯絡。

**Reply for the Invitation of Proposals**

**Mural Arts / Wall Painting**

To : Headmistress of Li Cheng Uk Government Primary School

Reference No.: EDB LCUP/3-5/8/14 (2)

Deadline: 10<sup>th</sup> May 2022 1:00 p.m.

Name of the organization: \_\_\_\_\_

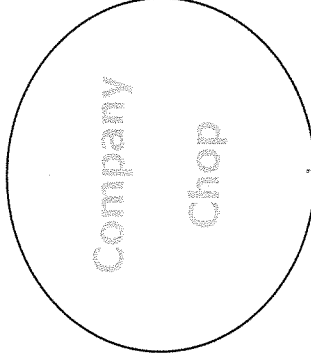
Contact person: \_\_\_\_\_

(A) Please '✓' the appropriate box.

Contact number: \_\_\_\_\_

We would like to submit our proposals. *(Attached with a budget plan.)*

We would not submit any proposals.



Signature: \_\_\_\_\_

Name (Block letters): \_\_\_\_\_

Post: \_\_\_\_\_

Date: \_\_\_\_\_