



中國香港排球總會有限公司  
Volleyball Association of Hong Kong, China Limited

To Whom It May Concern

30 January 2026

Dear Sirs / Madams,

**Invitation to Tender for the Provision of Accommodation**  
**For 2026 Asian Eastern Zonal Women's Volleyball Championship**

On behalf of Volleyball Association of Hong Kong, China Ltd.(VBAHK), we would like to invite you to submit a tender for provision of Accommodation for 2026 Asian Eastern Zonal Women's Volleyball Championship.

The vendor is required to provide the rates and information according to the following specifications. If tenderer is willing to sponsor related services or provide other additional sponsorship, the VBAHK will take this incentive into account when evaluating the tender:

**A. Accommodation**

**No. of Room required in below period:**

Date (2026)	Fri (7 Aug)	Sat (8 Aug)	Sun (9 Aug)	Mon (10 Aug)
No. of Room	1 - 2	17 - 25	105-120	105-125

Date (2026)	Tue (11 Aug)	Wed (12 Aug)	Thur (13 Aug)	Fri (14 Aug)	Sat (15 Aug)	Sun (16 Aug)
No. of Room	105-125	105-125	105-125	105-125	105-125	105-125

- Remarks:
1. The size of the bed must be suitable for the athletes who are between 185cm and 200cm tall.
  2. The number of rooms required in the tender is for reference and tender purposes only, and not the minimum or maximum request. VBAHK will inform the actual number of rooms required to the appointed hotel in due course.
  3. The accommodation for EAVA officials and referees should be separated at different sectors or floors.



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**AI. Room Package Rates:**

	Categories	Whole Period - 10 night ( <i>note 1</i> ) (except 1 night, 14 August) <i>Price per night</i>	On 14 August - 1 night ( <i>note 2</i> ) <i>Price per night</i>
<b>1</b>	Single Room	Net HK\$	Net HK\$
<b>2</b>	Double / Twin Room	Net HK\$	Net HK\$
<b>3</b>	Single Suite Room	Net HK\$	Net HK\$
<b>4</b>	Double / Twin Suite Room	Net HK\$	Net HK\$

**note 1:** The packaged rates must be on per room per night basis, inclusive of service charge, **3 daily meals** (i.e. buffet breakfast, buffet lunch & buffet dinner) & in-room internet access.

**note 2:** The packaged rates on 14 August must be on per room per night basis, inclusive of service charge, **2 daily meals** (i.e. buffet breakfast & buffet lunch) & in-room internet access.

**AII. Room Only Rates:**

	Categories	<i>Price per night</i>	<i>The room only rates must be on per room per night basis, inclusive of service charge.</i>
<b>1</b>	Single Room	Net HK\$	
<b>2</b>	Double / Twin Room	Net HK\$	
<b>3</b>	Single Suite Room	Net HK\$	
<b>4</b>	Double / Twin Suite Room	Net HK\$	

**AIII. Additional Meals:**

	Categories	<i>Price per meal</i>	<i>All meal prices should be offered per person per day, inclusive of service charge.</i>
<b>1</b>	Buffet Breakfast	Net HK\$	
<b>2</b>	Buffet Lunch	Net HK\$	
<b>3</b>	Buffet Dinner	Net HK\$	

**AIV. Complimentary Privileges:**

Complimentary Rooms, Tournament Office, Car Parking, Free Local Calls, Free internet & wifi access, Complimentary Briefing Venue, etc.



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**B. Meeting Venue**

**BI. Venue Rental Rates for CC & OC Daily Meeting**

Event Nature: Daily Meeting  
Date: 9 & 10 August 2026  
Time: Full Day  
Capacity: Around 35 persons  
No. of Rooms: 1

Service provided:

- Drinking water during the meeting
- Standard meeting amenities including note pad & pen
- Hotel PA System with microphones
- U-shaped seating for 35 persons
- LCD projector and screen setup, with VGA or other cables connected with notebook, DVD/VCD player, etc.
- Directional sign
- Banner hanging
- The rate should be inclusive of service charge

**BII. Venue Rental Rates for Eastern Asian Zonal Meeting**

Event Nature: Meeting for Eastern Asian Zonal Members  
Date: 11 or 14 August 2026  
Time: 0800-1200  
Capacity: Around 20 persons  
No. of Rooms: 1

Service provided:

- Drinking water during the meeting
- Standard meeting amenities including note pad & pen
- Hotel PA System with microphones
- U-shaped seating for 20 persons
- LCD projector and screen setup, with VGA or other cables connected with notebook, DVD/VCD player, etc.
- Directional sign
- Banner hanging
- The rate should be inclusive of service charge



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**BIII. Venue Rental Rates for TV & Briefing Room**

Event Nature: Daily Briefing & Meeting for the National Teams  
Date: 9-16 August 2026  
Time: Full Day  
Capacity: Around 25 persons  
No. of Rooms: 2

Service provided:

- TV, LCD projector and screen, with VGA or other cables connected with notebook, DVD/VCD player, etc.
- Directional sign
- The rate should be inclusive of service charge

**BIV. Venue Rental Rates for Refereeing Meeting**

Event Nature: Daily Briefing & Meeting for International Referees.

Booking Period:

Date (2026)	Mon (10 Aug)	Tue - Sun (11-16 Aug)
Time	08:00 – 16:00	08:00 – 12:00

Capacity: Around 15 persons  
No. of Rooms: 1

Service provided:

- TV, LCD projector and screen, with VGA or other cables connected with notebook, DVD/VCD player, etc.
- Directional sign
- The rate should be inclusive of service charge



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The tender shall be valid for at least 7 months from the date of the tender.

Please submit the duly completed and signed tender in a sealed envelope marked conspicuously **“Confidential - Tender Document for Provision of Accommodation for 2026 Asian Eastern Zonal Women's Volleyball Championship”** and send to the tender box at Unit 1111-1112, 11/F, Lu Plaza, 2 Wing Yip Street, Kwun Tong, Hong Kong on or before 26 February 2026, 17:00.

**LATE SUBMISSION AND EMAIL WILL NOT BE CONSIDERED.**

For any queries, please feel free to contact our Sports Executive, Ms. Vivian POON at 2771 0138. Thank you for your kind attention.

Yours sincerely,

**Lee Yuk Fung**

Executive Chairperson of Organizing Committee

Volleyball Association of Hong Kong, China Limited

- 1. The tenderer shall not and 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 Volleyball Association of Hong Kong, China Limited, 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.*
- 2. 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.*