



**Invitation to tender:**

**Giant LED Displays and Event Lighting System  
for FIVB Volleyball Nations League Hong Kong 2024**

Issued by:



**中國香港排球總會**  
Volleyball Association of  
Hong Kong, China

## **1 Introduction**

FIVB Volleyball Nations League Hong Kong 2024 (VNLHK) is an international sport event that attracts around 60,000 spectators and millions TV audiences in Hong Kong, mainland China and all over the world. The participation of China Women's Volleyball National Team and other national teams attracts attention from a lot of local and overseas media and results in plenty of news coverage. The tournament will be held on 11 – 16 June 2024 (From Tuesday to Sunday) at Hong Kong Coliseum with the participating national teams of China, Turkey, Brazil, Poland, Dominican Republic, Germany, Thailand and Bulgaria.

## **2 Objective:**

Volleyball Association of Hong Kong, China (VBAHK) would like to invite qualified suppliers to respond to this tender invitation for the Giant LED Displays and Event Lighting System for the VNLHK 2024. This tender invitation sets out the requirements and the selection criteria to be used in the evaluation and provides information regarding how the tender process will be managed.

## **3 Interpretation**

In this document, the following terms shall have the following meanings:

- 3.1 "Project" means the project described in Section 4;
- 3.2 "Tenderer" means the person(s) or corporation(s) tendering for the Project;
- 3.3 "Contract" means a formal agreement to be entered into between the VBAHK and the Contractor in relation to the Project containing such terms and conditions as the parties shall agree including (but not limited to) those terms set out in Section 11 hereof (unless the same shall have been modified by the VBAHK); and
- 3.4 "Contractor" means the Tenderer whose tender is accepted by the VBAHK.

## **4 Service Overview**

### **(A) SPECIFICATIONS:**

#### **(I) Item**

Rental Services of Indoor Giant LED Displays, Event Lighting System at HKC for VNLHK 2024, including rental, technicians and operator (with no less than 8 years of stage management and production experience) standby services during the period from 1 to 16 June 2024.

#### **(II) Quantity Required**

- (1) Setup and Dismantle services during the setup day on 30-31 May AND dismantle day on 17 June 2024
- (2) Rental services of Indoor Giant LED Displays and Event Lighting System with all accessories at HKC for VNLHK 2024
- (3) Technicians standby services during the period from 1 June to 16 June 2024
- (4) Operator standby services during rehearsal (2-day prior to competition period) and competition period (11 to 16 June 2024)

### (III) General Requirements

- (1) Arrange technician to check electric cables above the truss every night after the matches are finished
- (2) The competition light **MUST BE DIMMABLE** to avoid court light reflection and shadows. Example as below:



Bad example (with a lot of shadows and the VNL logo is hard to be seen)



Good example (just light shadows and VNL logo is visually clear)

For other requirements, please refer to Annex A for detailed specifications for the indoor Giant LED Displays and event lighting system at HKC.

Please refer to Annex B for tentative working schedules.

**The supplier must confirm whether the item meets the requirements listed in (A)(III) by filling in the Annex corresponding to the specific item.**

### (B) QUOTATION

Quotation for the provision of Giant LED displays and event lighting system should include:

- (1) All necessary costs of the supply, transportation, delivery, installation, certificates, insurance, testing and commissioning, standby of technicians, immediate repair and replacement, dismantling from the supplier at HKC;
- (2) The unloading and custodial of material at HKC;
- (3) Local taxes and customs charges;
- (4) The prices quoted should be on unit basis;

**(5) Supplier shall submit together with their quotation offer the technical specification of the item required, product catalogue information, manufacturer's specifications for full and proper evaluation by quotation closing date 12 January 2024 at 5:00 p.m.; otherwise the quotation will not be considered.**

(6) Suppliers are requested to submit their offers in the Contract Schedule at **Appendix I**.

**(C) DELIVERY OF SERVICE:**

(1) Unless otherwise stated clearly by the contractor and accepted by VBAHK in writing, the price quoted must include supply, shipping, local transportation fee and initial assembly, installation and dismantle of the loaned item stipulated in the Specification of Annex A and B by the Delivery Location listed below.

(2) Delivery Location: Hong Kong Coliseum,  
9 Cheong Wan Road,  
Hung Hom,  
Kowloon

(3) Contact Person: Mr. Angus LO (Tel: 2882 1230)

(4) Time for Installation and Dismantling/Removal: *Please refer to Annex B*

**(D) SUBMISSION OF TENDER**

(1) Service Providers are required to complete the following in the Tender Documents:

(a) Contract Schedule (Appendix I) (Rates for the Rental Services)

(b) Specifications of Indoor Giant LED Displays and Event Lighting System at Hong Kong Coliseum (Annex A)

**(E) REJECTION OF LOAN ITEMS**

(1) The successful service provider is required to provide and maintain the Giant LED Display Boards and Lighting units etc on a free loan basis and must meet all specifications listed in Annex A during the rental period. Any loan items found to be of sub-standard quality and/ or poor workmanship upon delivery, installation or testing will be rejected and the Contractor will be notified either verbal or in writing by VBAHK. The Contractor shall replace all sub-standard units within (1) day from the date of notification.

**(F) PRODUCT WARRANTY**

The service provider shall guarantee all the Loan items supplied in Annex A against faulty workmanship, poor materials and defects for the period as specified in Annex A and repair due to manufacturing fault from the date of final acceptance of Goods by VBAHK. All materials, replacement parts, labour & transportation costs incurred during this period shall be borne by the supplier.

**(G) Estimated of Probable Requirement**

The quantity of the provision of standby technician in the tentative working schedule (Annex B) is an estimate

of probable requirement only, the finalized working schedule will be provided a week before the event.

## 5 **Timetable**

Issue of tender documents	18 December 2023
Tender submission deadline	On or before 15 January 2024 17:00
Award & signing of contract	On or before 23 February 2024

## 6 **Guidelines for Tenderers on proposal submission**

These guidelines are intended to provide Tenderers with guidance on the procedure for submitting their proposals and the approach that the VBAHK will generally adopt in assessing such proposals. They do not bind, and are not intended to bind, the VBAHK in any way. The VBAHK reserves the right to accept or reject all or any part of all or any proposal. The VBAHK is not bound to accept the lowest or any tender submitted.

### 6.1 **Required components of tender proposal**

- 6.1.1 **Breakdown:** *Please refer to Appendix 1*
- 6.1.2 **Previous Experience:** List any relevant experience your company has had in supplying to sport events.
- 6.1.3 **Key Benefits and Additional Services:** List any key benefits and / or additional services you can provide before / during / after event.
- 6.1.4 **Delivery cost:** Should your quotation included all delivery cost to any district and area.
- 6.1.5 **Long term Partner:** Please state if you would consider a cross year partnership with special package offer.

### 6.2 **Selection Criteria and Evaluation of Proposals (Listed in no particular order)**

- 6.2.1 **Cost of rental of Giant LED display and event lighting system**  
(While pricing is one of the considerations, the VBAHK will not make any selection based solely on price. So the lowest of any tenders will not necessarily be accepted.)
- 6.2.2 **Any additional service or significant items could be provided**
- 6.2.3 **Quality of production and services.**
- 6.2.4 **Past experience and good track record**

The VBAHK reserves the right to shortlist the Tenderers, based on the above-mentioned criteria and only the shortlisted Tenderers shall be required to make presentations of their proposals for the VBAHK's final evaluation (if necessary).

### 6.3 **Submitted form of tender**

All proposals must be submitted in writing. Please submit the duly completed and signed tender proposals (hard copy) in a **sealed envelope** marked conspicuously “**Confidential - Tender Document for Giant LED Displays and Event Lighting System for FIVB Volleyball Nations League Hong Kong 2024**” and deposit to the TENDER BOX at Room 1007, Olympic House, 1

Stadium Path, So Kon Po, Causeway Bay, Hong Kong **on or before 15 January 2024 17:00**. **EMAIL submission is not accepted.**

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

In case a rainstorm black warning or typhoon signal no. 8 or above is hoisted or remains hoisted between 9:00 am and 17:00 on the tender closing date, the tender closing time will be extended to 17:00 on the next working day following the affected closing date.

**6.4 Validation period of Tenderer's offers**

By making a proposal in response to this invitation to tender, the Tenderer will be treated as having made an offer to the VBAHK. Tenderers should keep their offers valid for at least 6 months from the closing date of this invitation to tender. The Tenderer should clearly state in its proposal for the tender validation period.

**6.5 Queries regarding this invitation to tender or proposals made in response**

6.5.1 If VBAHK considers that any aspect of a proposal requires clarification from the Tenderer, the VBAHK may request that the Tenderer to:

A. supplement its proposal; or

B. answer the VBAHK's queries verbally or in writing, or in any manner that the VBAHK deems fit.

6.5.2 Any queries regarding this invitation to tender should be made to:

Volleyball Association of Hong Kong, China

Mr. Angus LO – Marketing Manager

Tel: 2882 1230

Email: [angus.lo@vbahk.org.hk](mailto:angus.lo@vbahk.org.hk)

**7 Acceptance of proposal**

No tender (or part thereof) shall be taken to have been accepted by the VBAHK unless and until the execution of the Contract by the VBAHK and the Contractor.

**8 Rejection of proposal**

The VBAHK retains the right to reject any or all tenders submitted for any reason whatsoever.

**9 Cancellation of Tender Invitation**

Without prejudice to the VBAHK's right to cancel the tender invitation at its absolute discretion or for public interest reasons, where there are changes of requirement after the Tender Closing Time for operational or whatever reasons, the VBAHK is not bound to accept any conforming tender and reserves the right to cancel the tender invitation.

**10 Cost and expenses**

All work done or services performed for the purposes of preparing the proposal are on the Tenderers' own account and not recoverable from the VBAHK. The VBAHK will not defray any expenses incurred in the tender process and/or in respect of the negotiation of the Contract.

**11 Suspension, resumption or termination of Contract**

- 11.1 The Contract may be suspended or terminated by the VBAHK at any time, by the VBAHK giving the Contractor written notice in letter or email.
- 11.2 On suspension or termination, the Contractor shall be paid all fees and expenses commensurate with the services performed by them up to the date of suspension or termination less all fees and expenses previously paid to the Contractor. The Contractor has the obligations to stop work immediately but in an orderly manner and do deliver to the VBAHK documents in its control relating to the Project. The VBAHK shall not be liable for any loss of profits and other losses incurred by the Contractor as a result of termination or suspension.
- 11.3 In the event of suspension or termination the Contractor shall be entitled to reimbursement of the actual cost of or an amount in fair compensation for any financial commitment or obligation outstanding after the giving of the notice of suspension or termination which he has properly incurred in accordance with the Contract prior to the giving of the notice of suspension or termination.
- 11.4 The payments referred to in sub-clauses (11.2) and (11.3) of this Clause shall be deemed in full and final payment for the Services up to the date of suspension or termination. The Contractor shall be entitled to such payments only if the suspension or termination is not attributable to default on the part of the Contractor.
- 11.5 If this Contract is resumed any payment of fees under this Clause except in respect of abortive work that has to be re-done shall rank as payment on account towards the fees payable under this Contract.
- 11.6 Should this Contract continue to be suspended for a period of more than 6 months then either:
- (i) it shall be terminated upon the written notice of either party; or
  - (ii) it may be renegotiated with the Contract of both parties.
- 11.7 The Contractor shall use its best endeavours to perform the Contract with such due care and skill

as is expected of a provider of similar services and products and of a comparable standing in the industry but if for whatever reason, the VBAHK in its opinion concludes that the Contractor is in breach of the Contract or does not provide the level of services required by the VBAHK, the VBAHK shall have the right to terminate the Contract by notice in writing to the Contractor.

## **12 Warning Clauses**

- 12.1 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.
- 12.2 If the contractor or any employee or agent of the 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 contractor to any compensation therefore, and the contractor shall be liable for all losses and expenses necessarily incurred by the Association as the result of such termination of the contract.

- END -



## SELECTION OF SERVICE PROVISION

## RATES FOR THE RENTAL SERVICES

## LIGHTING UNIT SUPPLY

Tenderers requires to state the model of lighting unit they can provide. If they are not able to provide preferable items, please state the substitutes they could provide.

Item	Description	Quantity (Unit) (I)	Unit Price (HK\$) (II)	Total Cost (HK\$) (I)x(II)
(1)	Setup and Dismantle services during the setup day on 30-31 May 2024 AND dismantle day on 17 June 2024	1 Job	\$ _____	
(2)	Rental services of Indoor Giant LED Displays with all accessories at HKC for VNLHK 2024	19 days	\$ _____ (Per day)	
(3)	Rental services of Event Lighting System with all accessories at HKC for VNLHK 2024	19 days	\$ _____ (Per day)	
(4)	Technicians standby services during the period from 1 June to 16 June 2024	16 days	\$ _____ (Per day)	
(5)	Lighting operator standby service for rehearsal (2 days) and competition period (6 days)	8 days	\$ _____ (Per day)	

Lighting Unit ( <i>Preferable</i> )	Availability*	Substitute ( <i>must be on the list of Annex C</i> )
Mac Ultra Performance x 10 units	<u>Yes / No</u>	
MAC Axiom x 124 units	<u>Yes / No</u>	
Sceptron 10 1000 x 104 units	<u>Yes / No</u>	
Large Video Projector x 8 units	<u>Yes / No</u>	
ArenaVision LED x 48 units	<u>Yes / No</u>	
Q-7 x 48 units	<u>Yes / No</u>	
MAC Quantum Wash x 32 units	<u>Yes / No</u>	
BMFL FollowSpot LT x 4 units	<u>Yes / No</u>	

**\*Please delete the inappropriate.**

(Continue on next page)

**We confirm that our goods quoted above meet the requirements listed in Item (A)(III) of the specifications**

Authorized Signature & Company Chop

\_\_\_\_\_

Name of Person Authorized to Sign Quotation

(in Block Letters)

\_\_\_\_\_

Name of Supplier in English

(in Block Letters)

\_\_\_\_\_

Name of Supplier in Chinese

\_\_\_\_\_

Tel No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

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

## **Annex A**

### **Specifications of Indoor Giant LED Displays and Event Lighting System at Hong Kong Coliseum**

#### **1 General**

This specification is for the rental services of Indoor Giant LED Displays and Event Lighting System at HKC for VNLHK 2024, including rental and technicians standby services at Hong Kong Coliseum.

Potential suppliers should indicate clause by clause whether the product offered complies fully with the specification. ANY non-compliance should be fully detailed.

**Comply / Not Comply**

#### **2 Scope of Work & Quantities**

2.1 The scope of this project is for the Supply, Transportation, Delivery, Installation, Testing and Commissioning of

##### Giant LED Display

Four (4) Indoor Full Color LED Display Boards &

##### Event Lighting System

Lighting units as below (*Preferable*)

- Mac Ultra Performance x 10 units
- MAC Axiom x 124 units
- Sceptron 10 1000 x 104 units
- Large Video Projector x 8 units
- ArenaVision LED x 48 units (**MUST BE DIMMABLE**)
- Q-7 x 48 units
- MAC Quantum Wash x 32 units
- BMFL FollowSpot LT x 4 units

on rental basis tentatively from 30 May to 17 June 2024 in the Arena of Hong Kong Coliseum.

Tenderers provide preferable items are highly recommended. Substitutes listed in Annex C are also acceptable.

Comply / Not Comply

2.2 The contractor shall also include dismantling and move-out all rigging and system equipment after the competition period.

Comply / Not Comply

2.3 The Contractor shall be responsible for assembly, rigging and mounting of all display panels in a center-hung configuration at the gondola of arena which the lowest point of the Giant LED display or lighting units from the ground

	<b>MUST BE MORE THAN 12.5m.</b>	
	For the event lighting unit layout, please refer to Annex C Page 4.	<u>Comply / Not Comply</u>
2.4	The contractor shall provide all rigging and mounting devices which are fabricated to meet the maximum safety standard applicable to other proprietary mounting products manufactured or recommended by the manufacturer.	<u>Comply / Not Comply</u>
2.5	The contractor shall provide <u>Giant LED Display</u> All display controllers, video processor and associated equipment that the text, graphics, video and sport event statistics can be shown on the Giant LED displays. <u>Event Lighting System</u> All lighting controllers, lighting programme, video projector and associated equipment that the lighting effect can be deliver as requested.	<u>Comply / Not Comply</u>
2.6	The contractor shall be responsible for providing all the associated power supply and data cable, including the power supply from the Power Switchboard to the giant LED display boards and lighting units. Also, the contractor shall submit Power Source Layout Plan 8 weeks before the commencement of the work and submit WR 1 certificate and all related document requested by HKC and all government departments after the completion of installation work.	<u>Comply / Not Comply</u>
2.7	The contractor shall provide all final terminations for both electrical and data connections.	<u>Comply / Not Comply</u>
2.8	The Contractor shall appoint a Registered Surveyor to endorse design and supervise the fixing of the new giant LED displays and whole lighting system and upon completion, to certify the installation is structurally safe and suitable for its intended purpose and meeting all structural requirements of this specification. The Contractor shall submit the certified structural design to Venue Management Section in 1 week after the award of tender.	<u>Comply / Not Comply</u>
2.9	Successful contractor shall help in testing all the supplied equipment after installation and demonstrate properly working of all functions to the satisfaction of the Venue Management.	<u>Comply / Not Comply</u>
2.10	Upon request, the contractor is necessary to submit loading table, rigging plan, surveyor certificate, WR1, payment certificate of the insurance, and any other document or certificates requested by HKC and all government departments.	<u>Comply / Not Comply</u>

2.11	There is available power connection point with 32 amp 3 phases (4 sets) from the corner at catwalk level.	<u>Comply / Not Comply</u>
2.12	Alternatively, there are eight (8) available power connection points with 200 amp 3 phases inside power switch rooms at ground floor in Arena. However, no power cable is allowed to connect vertically from the Arena floor to the catwalk level. In case of any power cable is necessary to pass through any common areas, corridors, staircases or doors, protective measures are necessary throughout the paths to the satisfaction of the Venue Management.	<u>Comply / Not Comply</u>
2.13	<p>The contractor shall provide</p> <p><u>Giant LED Display</u></p> <p>All control panel equipment, including (i) ImagePRO-II two (2) sets, (ii) Barco Encore 3ME Video Processors two (2) sets, (iii) Barco Encore SC Controller, (iv) Cables, D.A &amp; All accessories.</p> <p><u>Event Lighting System</u></p> <ul style="list-style-type: none"> <li>- MA2/3 Fullsize of Light x 2 (one for main, one for backup)</li> <li>- Software Version 3.9.60.28 or later</li> <li>- NPU(s) if parameter count requires</li> <li>- Wireless access to MA-Net for remote control</li> </ul>	<u>Comply / Not Comply</u>
2.14	The contractor shall provide water based fast-dissipating haze machines x 2	<u>Comply / Not Comply</u>
2.15	The contractor shall arrange technician to check electric cables above the truss every night after the matches are finished to make sure the cables will not overheat or malfunction.	<u>Comply / Not Comply</u>
<b>3</b>	<b>Rental Period</b>	
3.1	Total Nineteen (19) days: From May 30 to 17 June 2024.	<u>Comply / Not Comply</u>
<b>4</b>	<b>Schedule of Works:</b>	
4.1	<p>Delivery and Installation</p> <p>The contractor should note that move-in, set-up, rigging and testing of the system shall be completed by 31 May 2024 at 23:59 (For work schedule, please refer to Annex B). Due to a very tight working schedule, sufficient manpower shall be provided if required. The exact time will be confirmed in early May 2024.</p>	<u>Comply / Not Comply</u>
4.2	<p>Standby Service</p> <p>The successful contractor shall provide sufficient standby experienced technicians and qualified electrician during testing, checking, rehearsals and competitions in case of any malfunction of the system. The standby schedule is subject to duration of work schedules and competition schedules. (Annex B)</p>	<u>Comply / Not Comply</u>

4.3	LUX Testing The successful contractor shall provide experienced technicians to assist HKC EMSD staff to perform LUX test.	<u>Comply / Not Comply</u>
4.4	Dismantle Service The successful contractor shall dismantle and move-out all rigging and system equipment tentatively from 0901 hours on 17 June 2024. All equipment must be completely move-out from HKC before 18:00 hours on 17 June 2024. The exact time will be confirmed in late May 2024.	<u>Comply / Not Comply</u>
<b>5</b>	<b>Technical specifications:</b>	
5.1	Giant LED Display Board	
5.1.1	Pixel configuration: RGB 3-in-1 SMD	<u>Comply / Not Comply</u>
5.1.2	Pixel pitch: ≤4mm	<u>Comply / Not Comply</u>
5.1.3	Display screen resolution: ≥1292 (W) x 748 (H)	<u>Comply / Not Comply</u>
5.1.4	Approximate wall size: ≥6000mm (W) x 4000mm (H)	<u>Comply / Not Comply</u>
5.1.5	Brightness: ≥1800 nits ( <i>cd/m<sup>2</sup></i> )	<u>Comply / Not Comply</u>
5.1.6	Contrast ratio: ≥1000: 1	<u>Comply / Not Comply</u>
5.1.7	Displaying colors: ≥1,073 million	<u>Comply / Not Comply</u>
5.1.8	LED refresh rate: ≥800 Hz	<u>Comply / Not Comply</u>
5.1.9	Horizontal viewing angle: ≥120 degree	<u>Comply / Not Comply</u>
5.1.10	Vertical viewing angle: ≥120 degree	<u>Comply / Not Comply</u>
5.1.11	The lowest point of the Giant LED display from the ground is <b>12.5m</b>	<u>Comply / Not Comply</u>
5.2	Screen Interface Processor	
5.2.1	Shall receive DVI-D signal (1024 X 768 @60Hz) from Main Scoreboard Display Engine located in LED Control Room.	<u>Comply / Not Comply</u>
5.3	Lighting Units (please refer to Annex C)	
5.3.1	Different lighting levels must be achievable for the Field of Play and audience seating areas.	<u>Comply / Not Comply</u>
5.3.2	The competition light must be dimmable.	<u>Comply / Not Comply</u>
5.3.3	All requirements listed on Annex C	<u>Comply / Not Comply</u>
<b>6</b>	<b>Completion of project</b>	
6.1	The Successful Contractor shall carry out the works in accordance with all the above specifications which shall include the provision of anything (tools, temporary structures, equipment, services, etc.) that, even though not specified above, is necessary for the completion of the project to the satisfaction of the venue management.	<u>Comply / Not Comply</u>
<b>7</b>	<b>Acceptance Test and Commissioning</b>	

7.1	Upon completion of work, the Successful Contractor shall be responsible for the testing and commissioning of the giant LED display system and Event Lighting System and their peripheral accessories in the presence of the Venue Management. The installation must be tested and commissioned to the satisfaction of the Venue Management before final acceptance and handover by the Contractor.	<u>Comply / Not Comply</u>
<b>8 Contractors Qualifications and Experience</b>		
8.1	Upon request, Successful Contractor should provide documentary proof to demonstrate experience working on a similar scale and complexity within the past 24 months;	<u>Comply / Not Comply</u>
8.2	Shall be able to meet the schedules and complete the project on time.	<u>Comply / Not Comply</u>
<b>9 Codes, standards and safety</b>		
9.1	All proprietary equipment supplied by the Successful Contractor shall be fit for its intended use in accordance with the manufacturer's recommendations. Materials used for custom fabrication as well as installation practices shall be in accordance with the governing standards, requirements and recommendations of all laws, orders, codes and regulations that might be reasonably applicable to the works and the successful contractor carrying them out.	<u>Comply / Not Comply</u>
9.2	The successful contractor is responsible for the safety of all persons engaged in the execution of the works and shall comply with all applicable Authority, regulations and safety standards.	<u>Comply / Not Comply</u>
9.3	All equipment suspended overhead shall on completion of the works be inspected and approved by an Authorised Surveyor employed by the Successful Contractor. Original copy of the Surveyor's report(s) to be passed to the venue management for retention at the hand-over inspection. All costs shall be included in the tender.	<u>Comply / Not Comply</u>
9.4	The successful contractor is required to take out and maintain a public liability insurance policy at its own cost in the joint names of VBAHK and the Government of Hong Kong Special Administrative Region in the sum of not less than Ten Million Hong Kong Dollars (HK\$10,000,000) for each accident or occurrence with unlimited number of claims for the whole working period with an insurance company authorised under the Insurance Companies Ordinance against liability for death, injury, loss or damage from whatever cause arising from the use of the Coliseum. A copy of the insurance policy shall be submitted to the VBAHK and Coliseum venue management on or	<u>Comply / Not Comply</u>

	before 29 May 2024.	
<b>10</b>	<b>Protection of Government Property</b>	
10.1	All Government property including but not limited to flooring, front projection screen shall be considered necessary to protect and handle carefully where such property may be easily damaged from near-by or overhead works.	<u>Comply / Not Comply</u>
10.2	The Successful Contractor shall be responsible to take care of all Government properties in the Arena and shall be liable for indemnify against any damages caused by his workmen to the Government.	<u>Comply / Not Comply</u>
<b>11</b>	<b>Overtime Works</b>	
11.1	<p>The Successful Contractor shall allow in his tender sum all necessary labour for the job to meet the approved working programme stipulated in this specification.</p> <p>In particular, when the site conditions require that certain works must be carried out beyond normal office hours, the Successful Contractor shall provide the necessary labours to work overtime as instructed by the Venue Management.</p> <p>No claims whatsoever will be entertained for any overtime works by the Successful Contractor.</p>	<u>Comply / Not Comply</u>
<b>12</b>	<b>Warranty</b>	
12.1	All materials and equipment supplied by the Successful Contractor must be guaranteed in the whole period. During the warranty period, the Successful Contractor shall provide material and labour on site for maintaining the performance of the system in a good condition free of charge to the Government.	<u>Comply / Not Comply</u>
<b>13</b>	<b>Compliance with Electrical Regulations and Standards</b>	
13.1	All electrical equipment shall be in compliance with the following current regulations, ordinances and standards:-	
	13.1.1 Latest edition of the General Specification for Electrical Installation in Government Buildings, Hong Kong.	<u>Comply / Not Comply</u>
	13.1.2 Latest edition of Code of Practices for Electrical (Wiring) Regulation issued by the Electrical and Mechanical Services Department.	<u>Comply / Not Comply</u>
	13.1.3 IEE Wiring Regulations for Electrical Installations.	<u>Comply / Not Comply</u>
	13.1.4 Relevant statutory obligation, ordinances and regulations with the latest revisions having the authority of law in Hong Kong, including, but not limited to, the Electricity Ordinance (Chapter 406), safety regulation, and fire services regulations, etc.	<u>Comply / Not Comply</u>



<b>14</b>	<b>Statements of Compliance, Product Information and Manufacturer's Specifications</b>
14.1	<p>Potential Suppliers should submit together with their quotation offer a copy of this specification indicating compliance or non-compliance against all the required main features and technical specifications therein. They shall also submit product catalogue information and manufacturer's specifications sufficient for full and proper consideration; otherwise the offer will not be considered.</p> <p style="text-align: right;"><u>Comply / Not Comply</u></p>
<b>15</b>	<b>Delivery and Work site</b>
15.1	<p>The delivery and work site: 9, Cheong Wan Road, Hong Kong Coliseum</p> <p style="text-align: right;"><u>Comply / Not Comply</u></p>
<b>16</b>	<b>Accuracy of Quoted Prices</b>
16.1	<p>Contractors should make certain the accuracy of the prices quoted before submitting their quotation. Under no circumstances will the Government accept any request for price adjustment on grounds that a price mistake has been made in the quotation preparation.</p> <p style="text-align: right;"><u>Comply / Not Comply</u></p>

**Annex B****Working Schedule**

Date	Time	No. of Working hours	Scope of work
30 May 2024	0901-2300 hours	14	Move-in and installation of giant LED displays and Event Lighting System
31 May 2024	0901-2300 hours	14	Move-in and installation of giant LED displays and Event Lighting System
1 June 2024	1600-2300 hours	7	Rehearsal - Standby services of technician and electrician
2 June 2024	1700-2300 hours	6	Rehearsal - Standby services of technician and electrician
3 June 2024	1700-2300 hours	6	Rehearsal - Standby services of technician and electrician
4 June 2024	1700-2300 hours	6	Rehearsal - Standby services of technician and electrician
5 June 2024	1700-2300 hours	6	Rehearsal - Standby services of technician and electrician
6 June 2024	1700-2300 hours	6	Rehearsal - Standby services of technician and electrician
7 June 2024	1700-2300 hours	6	Rehearsal - Standby services of technician and electrician
8 June 2024	1700-2300 hours	6	Rehearsal - Standby services of technician and electrician
9 June 2024	1700-2300 hours	6	Rehearsal - Standby services of technician and electrician

10 June 2024	1700-2300 hours	6	Rehearsal - Standby services of technician and electrician
11 June 2024	1500-2400 hours	9	1st competition day - Standby services of technician and electrician
12 June 2024	1500-2400 hours	9	2nd competition day - Standby services of technician and electrician
13 June 2024	1100-2400 hours	13	3rd competition day - Standby services of technician and electrician
14 June 2024	1100-2400 hours	13	4th competition day - Standby services of technician and electrician
15 June 2024	1100-2400 hours	13	5th competition day - Standby services of technician and electrician
16 June 2024	1100-2400 hours	13	6th competition day - Standby services of technician and electrician
17 June 2024	0901-1800 hours	9	Dismantling giant LED displays and move-out

**\*Note: The information in the working schedule is for reference only, it will be subject to change.**

**Please see “Annex C” as attachment.**