

# WEST KOWLOON CULTURAL DISTRICT AUTHORITY

## FITTING OUT WORKS CONTRACT OF THE HEAD OFFICE OF THE WEST KOWLOON CULTURAL DISTRICT AUTHORITY AT P39B

### Invitation for Expression of Interest (EOI) and Prequalification

#### Background:

The West Kowloon Cultural District Authority ("Authority") is now inviting qualified contractors to express their interest in prequalification for tendering for the Fitting Out Works Contract of the West Kowloon Cultural District Authority Head Office at Parcel 39B Retail, Dining and Entertainment Tower ("P39B") of the West Kowloon Cultural District.

The scope of Works includes the fitting out works and building services installation of eight floors of the P39B building with total fitting-out floor area of approximately 7,350m<sup>2</sup>. The commencement of the Contract is tentatively scheduled for Q2 2020, with a contract period of approximately seven (7) months.

#### Collection of documents and Information provided:

Interested parties are required to express their interest to the Authority on or before **10 September 2019**, in writing by email in English to the following addresses providing their company name, address, contact telephone number, fax number and the name and position of their contact person.

Email addresses:

Attention to: [chelsia.wong@wkcd.a.hk](mailto:chelsia.wong@wkcd.a.hk) and copy to: [ben.yiu@wkcd.a.hk](mailto:ben.yiu@wkcd.a.hk).

Parties who have expressed their interest in providing the prequalification submissions may COLLECT the prequalification documents (in the form of a CD Rom) from the reception of the Authority's Project Site Office. The prequalification documents contain information including, but not limited to:-

- a) Project background and description;
- b) Anticipated scope of Works;
- c) Anticipated programme of EOI and prequalification process;
- d) EOI and prequalification submission requirements;
- e) Assessment and evaluation criteria for the prequalification; and
- f) Terms and conditions.

All enquiries about the EOI and prequalification document must be made formally on or before 12:00 noon on 28 August 2019 in writing to the Authority by email in English to the above email addresses. Verbal enquiries will not be entertained.

#### Submissions:

The prequalification submissions, (including the completed Forms and supporting documents) must be sent by post or delivered by hand and MUST reach the following address no later than 12:00 noon (Hong Kong Time) on the Closing Date 13 September 2019. Submissions via email or facsimile will not be accepted.

#### Tender Box

West Kowloon Cultural District Authority  
Units 608-613, Level 6  
Core C, Cyberport 3  
100 Cyberport Road  
Hong Kong

15 August 2019

Late submissions will not be accepted. Any new or additional information provided by the applicants after their submission shall not be accepted or considered. The Authority shall have the right to request the applicants to submit or re-submit the duly completed and signed Forms as required within a period specified by the Authority. The Authority reserves the right to disqualify the submission from any applicants who fail to submit or re-submit the duly completed and signed Forms as required by the Authority.

If a black rainstorm warning or typhoon signal No.8 or above is hoisted or remains hoisted between 9:00 a.m. and 12:00 noon on the closing date, the closing time will be extended to 12:00 noon (Hong Kong Time) on the next working day (working days: 9:00am-6:00pm Monday to Friday except public holidays) following the affected closing date.

The sealed envelope enclosing the submission should be clearly labelled "Submission in Response to Fitting Out Works Contract of the Head Office of the West Kowloon Cultural District Authority at P39B – Invitation for Expression of Interest (EOI) and Prequalification" and should bear the Company name of the applicant(s).

**Remark:**

The Authority reserves the right to suspend, not to proceed with or to cancel this Invitation for Expression of Interest and Prequalification without giving any explanation. The Authority shall not be bound to shortlist or select any contractors or sub-contractors who have submitted an Expression of Interest and Prequalification. The Authority shall not be liable to pay any costs arising out of or incidental to any preparation or submission for, or attending meeting for, or enquiry about or cancellation of this Invitation for Expression of Interest and Prequalification. The Authority is under no obligation to disclose or discuss the shortlisting results with any of the applicants who have submitted an Expression of Interest and Prequalification.