



HONG KONG ARCHERY ASSOCIATION
香港射箭總會

香港 銅鑼灣 掃桿埔 大球場徑一號 奧運大樓 1010 室
Room 1010, Olympic House, 1 Stadium Path, So Kon Po,
Causeway Bay, Hong Kong. Tel : 2504 8148 Fax : 2577 7349
E-mail: hkaa@archery.org.hk http: //www.archery.org.hk

24 January 2019

Dear Sir or Madam,

Invitation to Quotation for Containers

The Hong Kong Archery Association (HKAA) is pleased to invite you to submit a quotation of Containers. The quotation form is enclosed for your consideration.

If you are interested in submitting a quotation, you are required to complete the quotation form and submit to HKAA secretariat office on or before 5:00pm of 13 February 2019 by mail, email or fax.

Should you have any queries, please feel free to contact us at 2504-8148.

Yours faithfully,

Hong Kong Archery Association

Encl.



Quotation of Containers

To: Hong Kong Archery Association
 Rm. 1010, Olympic House
 1 Stadium Path, So Kon Po
 Causeway Bay, HK

From:

Company: _____ (“Supplier / Contractor”)

Address: _____

Tel: _____

Fax: _____

Email: _____

Date: _____

1. Scope of Works

- Providing, installing 20 feet containers
- Relocating and cleaning the existing containers
- Disposal of old containers
- Design, provide and install corrugated steel roofing sheets canopy for containers
- Providing concrete footing, ramps and means of fixing

2. Terms and Conditions

2.1 The materials and workmanship for the works shall follow the attached Specifications. In case of doubt or discrepancy, the Project Manager shall be notified as soon as possible for necessary clarification.

2.2 Apart from the Form of Tender, the Contractor should also complete and submit the Schedule or Rate with the tender. The tendered sum shall be deemed to include all costs associated with all the works, such as provision of temporary electricity and water, overheads, insurances, supervision, safety precautions and other expenses as well as the contract preliminaries. The tenderer should submit the company profile, job reference management organization chart, (financial report) legal case if applicable together with the tender

2.3 The Contractor is advised to visit the Site and make himself thoroughly acquainted with the location, general site conditions, accessibility, restrictions for loading and



off-loading plants etc., and any other conditions which may affect pricing. No claims for extra payment or extension of time for completion will be allowed on the grounds of ignorance of the conditions under which the Works are to be carried out.

- 2.4 The contracted work shall be completed within 15 days, from 1 March 2019 to 15 March 2019 or the Employer reserves the right of claiming liquidated damages.
- 2.5 Any defects, excessive shrinkage or other faults, which appear within **5 years** of the date of completion certified by the Project manager and which are due to materials or workmanship not in accordance with the Contract, shall be made good by the Contractor within a reasonable time entirely at his own cost, unless otherwise instructed by the Project manager. Project manager shall certify the date when, in his opinion, the Contractor's obligations under this clause have been fulfilled.
- 2.6 The tender shall be a lump sum fixed price tender for carrying out of the whole works in conformity with the Specifications. The quantities of work as stated in Schedule of Rate were for reference only, and; not from part of contract.
- 2.7 Except where specifically stated to the contrary, all price entered in the tender shall be at the risk of the Contractor. The tenderer should measure such works before submit tender according to site condition. No adjustment allowed at the settlement of Final Account.
- 2.8 The employer may not accept the lowest tender, and; have the right to select proper tenderer to carry out the works.
- 2.9 The Project manager may issue instructions regarding the alternation of the design quality or quantity of the Works and he may confirm in writing any variation made by the Contractor.

3. Insurance

- 3.1 The Contractor is required to effect and maintain appropriate insurance for the Works
- 3.2 The contractor shall provide all insurance document to the employer before the site works
- 3.3 The Contractor is also required to insure for and shall indemnify the Employer against claims or proceeding arising in respect of injury to property or injury to or the death of persons in the course of carrying out the Works.



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Item	Description	Qty	Unit	Rate (HK\$)	Amount (HK\$)
A	<p>Providing, installing 20 feet containers</p> <p>20 feet Container</p> <p><u>Condition:</u> Requiring almost new to new</p> <p><u>Including all necessary concrete footing and means of fixing</u> (Appendix 2)</p> <p>Ramps <u>Size will be designed after construction</u> (Appendix 2)</p>	6	Nos		
B	<p>Relocating the existing containers</p> <p>Relocating the existing 20 feet containers to designated areas (Appendix 1)</p> <p><u>Including all necessary concrete footing and means of fixing</u></p>	3	Nos		
C	<p>Cleaning up and removing on completion of items inside old containers</p> <p><u>Including all cost of discard and transportation</u></p>	Approx. 4	Skips		



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Item	Description	Qty	Unit	Rate (HK\$)	Amount (HK\$)
D	<p>Disposal of old containers</p> <p>Remove and discard old containers (Appendix 1)</p> <p><u>Including all cost of discard and transportation</u></p> <p>Design, provide and install corrugated steel roofing sheets canopy for containers</p>	2	Nos		
E	<p>Canopy: Approx. 10m (L) x 6m (W) x 0.6m (H) (Appendix 2)</p> <p><u>The contractor is required to submit shop drawings, material samples and specifications for HKAA authority / Project Manager approval</u></p> <p><u>Including all necessary steel frame structure, bolt, nuts and welding for installation; all necessary coatings and accessories;</u></p> <p><u>* The contractor is required to provide a 5 years of warranty of the above items.*</u></p>	2	Nos		

***If you need a site visit, please free feel to contact us**



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Timeframe

Closing Date: 13 February 2019 at 5:00pm
Confirmation of service provider: 20 February 2019
Operation: From 1 March 2019 to 15 March 2019
Payment: 50% after confirmation; 50% after work completed
Warranty: 5 years
Validity: 90 days starting from closing date

Remarks: *The quotation must be itemized in unit price and the Association can have the right to select the service provider that could reach the requirements. If the Supplier is not able to deliver the goods listed above to Hong Kong Archery Association ("HKAA") on or before the delivery deadline, HKAA reserves the rights to cancel this order and the Supplier shall return the deposit paid in advance to HKAA and shall compensate HKAA an amount the same as the deposit paid in advance within 7 days after the delivery deadline.*

Submitted by:

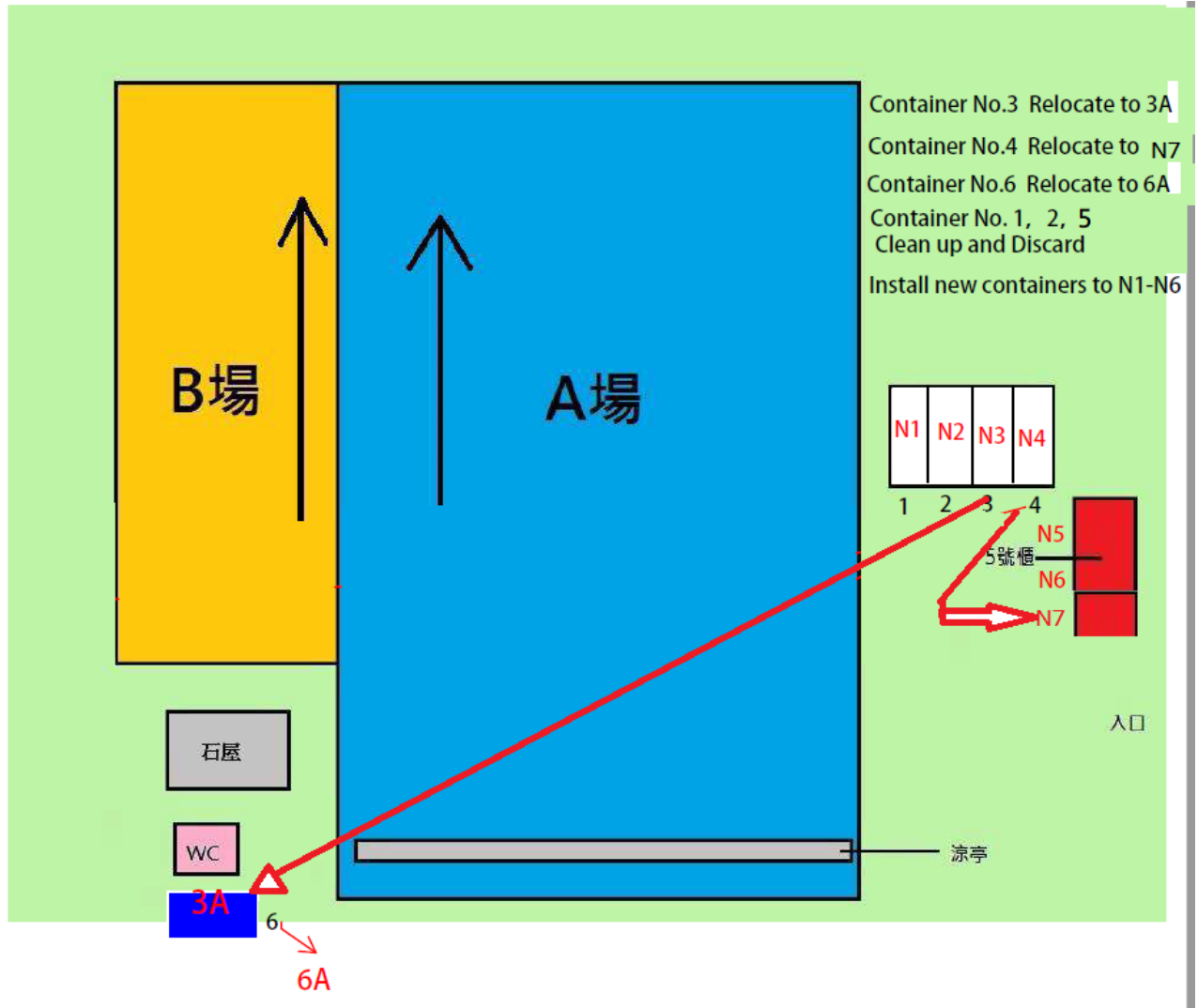
Confirmed & Accepted by:
Hong Kong Archery Association

Authorized Signature and
Company Chop

Authorized Signature and
Company Chop



Appendix 1





Appendix 2

Steel roofing sheets canopy (篷)



4 Concrete footings at each corners (柱)



Ramp (斜台)

(For reference only)