**Annex B**

**PRICE SCHEDULE**

(To be completed by the Tenderer and returned in the tender submission)

|  |  |
| --- | --- |
| Name of Tenderer: |  |
| Date:  |  |

**Remarks to Tenderers:**

1. The Price Proposal to be submitted in the tender submission shall include the price quotations for all Items of Services to be provided for implementing the Project submitted in Part A of this Annex, and other information required in Parts (C) to (E) of this Annex.

1. Three (3) sets of Price Proposal should be submitted in the tender submission.
2. If the Tenderer fails to submit the price quotation for any of the Items of Services, its Tender will not be considered further.
3. The price quotations shall be inclusive of all costs and expense to be incurred by the Tenderer in the provision of Services for implementing the Project in accordance with the Terms of Tender, the General Conditions of Contract and the Service Specifications, and shall be deemed to include project management fee, and other costs and expense for providing services which are not priced separately.
4. Unless otherwise agreed by the Government in writing, the prices quoted for the Items of Services in this Price Schedule shall not be subject to any adjustment including foreign exchange fluctuations.

**Part A – Total Services Price**

**Price quotations for Items of Services:**

| Item | Description | Services Price for the Item (HK$) |
| --- | --- | --- |
| **1** | **Project Team and Office Administration** |  |
| **2** | **Creative Deliverables for four (4) Creative Events** |  |
| **3** | **Tourism Activities for four (4) Creative Events** |  |
| **4** | **PR Services, Promotion and Publicity** |  |
| **5** | **Performance Tracking and Evaluation**  |  |
| **Total Services Price (HK$)**(viz summation of the services price quoted for Items 1 to 5 above) |  |

**Part B – Payment Timetable**

Subject to other provisions of the Contract, the Total Services Price as quoted in Part A above shall be paid to the Contractor by instalments in accordance with the following schedule and in accordance with Clause 11.3 of the General Conditions of Contract:

| **Stage of Instalments** | **Milestone to be achieved for the instalment to become payable**  | **Amount of instalment** **(in percentage of the Total Services Price)** |
| --- | --- | --- |
| 1 | Upon written approval of the Project Implementation Plan by the Government  | 10% |
| 2 | Upon written approval of Promotion Plan by the Government  | 5% |
| **For each of the four (4) Creative Events:** ***[viz 20% of the Total Services Price for each Creative Event]***  |
| 3a | Upon written approval of Final Event Plan by the Government | 6% |
| 3b | Upon submission of documentary proofs of entering into agreements with all the creative practitioners, tour specialist and activities organiser (if any) for the design, fabrication / production, and arrangement for the creative deliverables and the tourism activities  | 2% |
| 3c | Upon the launch of the Creative Event | 8% |
| 3d | Upon submission of Event Summary and update of event highlights on online platform | 4% |
| **For Annual Reports and Completion Report**  |
| 4 | Upon acceptance of the Annual Report for 2022 by the Government | 1% |
| 5 | Upon acceptance of the Annual Report for 2023 by the Government | 1% |
| 6 | Upon acceptance of the Annual Report for 2024 by the Government | 1% |
| 7 | Upon acceptance of the Completion Report by the Government | 2% |

The order of the instalments to become payable may not be in the sequence as tabulated above when a milestone may be achieved earlier than the other(s) at the previous stage(s) of instalment.

**Part C – Payment Discount**

1. Tenderers are requested to indicate in the spaces provided below what discounts they would allow on an instalment of the Contract Price or other amount payable under the Contract (if any) if payment is made in full within –
2. 7 working days from the date of receipt of an invoice or from the due date for such payment as specified in the Contract, whichever is the later:

\_\_\_\_\_\_\_\_\_\_\_\_% discount;

1. 8 to 14 working days from the date of receipt of an invoice or from the due date for such payment as specified in the Contract, whichever is the later:

\_\_\_\_\_\_\_\_\_\_\_\_% discount.

1. Tenderers are requested to insert the word “Nil” in the spaces provided above if they do not offer any payment discount.
2. Tenderers are requested to ensure that no more than two (2) digits after the decimal places are quoted for the above discount.
3. The period of 7 or 14 working days for payment discount shall be calculated from the date of the receipt by the Government of an invoice or the date the relevant payment falls due, whichever is the later.

**Part D – Banking Details**

[Please refer to Paragraph 5.7 of the Terms of Tender, which is applicable only if a Tenderer is from a place outside Hong Kong.]

For payment to be made by telegraphic transfer:

|  |  |  |  |
| --- | --- | --- | --- |
| (a) | Banker’s Name | : |  |
| (b) | Banker’s Address | : |  |
| (c) | Name of Account | : |  |
| (d) | Account Number | : |  |
| (e) | Sorting Code | : |  |

**Part E – Information of the Tenderer**

|  |  |  |
| --- | --- | --- |
| Name of the Tenderer |  |  |
|  |  |  |
| Name and Signature of Authorised Representative (with Company Chop) |  |  |
|  |  | (Name: ) |
|  |  |  |
| Telephone Number |  |  |
|  |  |  |
| Fax Number |  |  |
|  |  |  |
| Date |  |  |