

Tender Ref.: TC 2/2024
Provision of Services for Organising a Creative Event of
"Design District Hong Kong" in 2024/25

**Tenderer's Enquiries -
The Government's Responses on 26 April 2024**

Q1-1:

Based on required minimum 60 days display period, will there be a high chance to extend the show period? If it will be, what will be the max days? As the point is related with artist art installation display period budget.

Response:

Please refer to Clause 3.7 of the Service Specifications (page 126 of the Tender Documents) for the requirement on display period.

Pursuant to Clause 1.3 of the Service Specifications (page 120 of the Tender Documents), the Government intends to hold a new creative event of the Project at Tsuen Wan and Sha Tau Kok between December 2024 and February 2025.

Please refer to Clause 3.2 of the Service Specifications (page 124 of the Tender Documents), which stipulates that the Contractor (i.e. the organisation or company commissioned by the Government for the Services) is required to stage the Event in Tsuen Wan and Sha Tau Kok, with target launch date in December 2024.

Please also refer to Clause 3.3 of the Service Specifications (page 124 of the Tender Documents), which stipulates that the event period including the launch date and duration shall be proposed by the Contractor and be agreed by the Government, as well as Clause 3.17 of the Service Specifications (page 130 of the Tender Documents) for the requirements on Event Plan.

Q1-2:

If the display period is extended, May we have extra services charge of maintenance and artist's artwork display cost?

Response:

Please refer to our response to Q1-1 above.

Q1-3:

If the display period is extended, but the artist artwork display may not be available, could it be replaced by other exhibit in other location for the replacement?

Response:

Please refer to our response to Q1-1 above.

Q1-4:

May we assume the award date will be approximated one month?

Response:

The Contract will be awarded after tender assessment and approval by relevant authority.

Q1-5:

In addition to installing and maintaining permanent installations (annually), should we also plan monthly or quarterly events?

Response:

Please refer to Clauses 1.3, 3.3, 3.7 and 3.17 of the Service Specifications (pages 120, 124, 126 and 130 of the Tender Documents respectively).

Q1-6:

If it needs to be permanently installed, are staff such as curators and guides needed on an annual basis?

Response:

Please refer to our response to Q1-5 above.

Q1-7:

Can we use a curator or event-related agency?

Response:

Please refer to Clause 3.12 of the Service Specifications (pages 127 and 128 of the Tender Documents).

Q1-8:

Are there any guidelines for conducting the event?

Response:

Please refer to the Service Specifications (pages 120 to 150 of the Tender Documents).

Q1-9:

When conducting a free guided tour, are there any restrictions on the language that the guide uses?

Response:

Please refer to Clause 3.4 of the Service Specifications (pages 125 and 126 of the Tender Documents).

Q1-10:

Will permit to travel to Sha Tau Kok also be required for free guided tours and self-travelers too?

Response:

The Sha Tau Kok Frontier Closed Area (except Chung Ying Street) is opened for travelers holding valid Closed Area Permits on a quota basis, including tour groups and individual tourists. Please visit the Hong Kong Police Force Online Applications Platform (https://www.es.police.gov.hk/eserv-online-portal-ui/#/pages/e-services-application-forms/10?locale=en_US) for the application procedures.

Q1-11:

Are there any promotional videos or promotional brand ambassador plans?

Response:

Please refer to Clauses 3.27 to 3.39 of the Service Specifications (page 136 to 141 of the Tender Documents).

Q1-12:

Are there any plans to promote it through celebrities and influencers?

Response:

Please refer to our response to Q1-11 above.

Q1-13:

Can we create separate tourism products related to this in Asia, including Korea? (All profits from this are held by us.)

Response:

Please refer to Clause 3.47 of the Service Specifications (page 144 of the Tender Documents).

Q1-14: Since there are not enough restaurants in Sha Tau Kok, if an event is held, is there enough spaces for food trucks or is there a restricted area inside?

Response:

Please refer to Clause 3.19 of the Service Specifications (pages 130 and 131 of the Tender Documents).

Q1-15:

Will we also manage SNS and website?

Response:

Please refer to our response to Q1-11 above.

Q1-16:

What will the budget be like?

Response:

To maintain the competitiveness of the tender, the budget will not be disclosed. Tenderers are invited to submit their Price Proposal in accordance with the Tender Documents. The Tenders will be evaluated in accordance with the Marking Scheme.

Q1-17:

Have you ever bid for a Korean company?

Response:

Open tendering is adopted for this tender exercise. All interested service providers are invited to tender.

Q1-18:

How many tenders will be select?

Response:

Please refer to Clause 1.6 of the Service Specifications (page 122 of the Tender Documents).

Q1-19:

If we can set up the exhibition in the same venue as those held in 2023?

Response:

Please refer to Clause 3.19 of the Service Specifications (pages 130 and 131 of the Tender Documents) and Appendix A and Appendix B to the Service Specifications (pages 147 to 150 of the Tender Documents).

Q1-20:

For the event in Tsuen Wan, does it mean we can also hold the event in Tsuen Wan District or just Tsuen Wan and Tsuen Wan West Station?

Response:

Please refer to our response to Q1-19 above.

Q1-21:

Our company has also registered in Hong Kong as a corporate body, do we also need process agent to be a tender?

Response:

Please refer to Clause 22 of the General Conditions of Contract (pages 98 and 99 of the Tender Documents).

Q1-22:

Please provide information about the overall budget allocated to this project. We require this information as a reference for pricing our related art projects.

Response:

Please refer to our response to Q1-16 above.

Q1-23:

Will the events in Tsuen Wan and Sha Tau Kok be conducted simultaneously, or will they be held in separate time slots?

Response:

Pursuant to Clause 1.3 of the Service Specifications (page 120 of the Tender Documents), the Government intends to hold a new creative event of the Project at Tsuen Wan and Sha Tau Kok between December 2024 and February 2025.

Please refer to Clause 3.2 of the Service Specifications (page 124 of the Tender Documents), which stipulates that the Contractor (i.e. the organisation or company commissioned by the Government for the Services) is required to stage the Event in Tsuen Wan and Sha Tau Kok, with target launch date in December 2024.

Please also refer to Clause 3.3 of the Service Specifications (page 124 of the Tender Documents), which stipulates that the event period including the launch date and duration shall be proposed by the Contractor and be agreed by the Government, as well as Clause 3.17 of the Service Specifications (page 130 of the Tender Documents) for the requirements on Event Plan.

Q1-24:

Considering that the project exhibition is scheduled to commence in December this year, could you please advise how far in advance we should begin our promotional activities?

Response:

Please refer to Clause 4.1 of the Service Specifications (pages 145 and 146 of the Tender Documents).

Q1-25:

Furthermore, with regards to the Tender, we would appreciate it if you could specify the requirements for submitting a project proposal. Could you kindly indicate the relevant section in the Tender Form where these details are clearly outlined?

Response:

Please refer to Paragraph 3 of the Terms of Tender (pages 20 to 28 of the Tender Documents) and Paragraph 5 of the Terms of Tender (Supplement) (pages 186 and 187 of the Tender Documents).