



建造業創新及科技基金 Construction Innovation and Technology Fund

預先批核科技產品名單申請指引 Application Guidelines for the Pre-approved Technologies List

資格要求 Eligibility Requirements

經證實能促進生產力、提高建造質素、改善工地安全或提升環保效益；並利用自動化、工業化和數碼化的創新建造科技（包括機械、設備及軟件）均符合資格申請。正萌芽並處於商品化初期的科技亦歡迎申請；所有科技產品必須可合法在香港建造工程中應用。唯此不涵蓋還在研究及發展階段的創新科技。

Innovative construction technologies including machinery, equipment and software with proven effectiveness to boost productivity, uplift quality, improve site safety or enhance environmental performance, through leveraging automation, industrialisation and digitisation, are eligible to apply to the List. Inchoate technologies at initial phase of commercialisation are also welcome. Technologies must be legitimately applied in Hong Kong construction projects. Innovations still at research and development stages are excluded.

評核準則 Assessment Criteria

建造業創科基金（下稱「基金」）的評審小組委員會審核申請，並擁有最終決定權。未被納入為預先批核清單的科技產品，並不表示不符合基金的具備條件。如符合資格的申請者有意採用預先批核清單以外的科技，仍可向基金提出申請。

Applications will be assessed by the Vetting Sub-committees on the Construction Innovation and Technology Fund (CITF), which decisions are final. For

technologies not approved for inclusion into the Pre-approved List do not imply they are not eligible for the CITF. If eligible applicants have an interest in adopting technologies not on the Pre-approved List, they may still submit application to the CITF.

評核準則 Assessment Criteria	最高分數 Maximum Marks
<p>1. 產品技術能力 Technical competence</p> <p>(a) 產品於建造工程中能有效提升生產力、質素、安全及環保效益 Product merits and effectiveness in enhancing productivity, quality, safety and environmental performance of construction works</p> <p>(b) 使用該產品的成本及效益 Cost and benefit to use the product</p> <p>(c) 產品的過往使用記錄及其項目資料#(必須項目) Product track record and project reference# (Mandatory)</p> <p>2. 對行業的適用性 Applicability to industry at large</p>	<p style="text-align: center;">70</p> <p style="text-align: center;">30</p>
總分 Total:	100
合格分數 Overall Passing Mark*	50

* 每份申請須取得每項評核準則的 50% 合格分數

* Each application should get a 50% passing mark to each of the two criteria

申請者必須提供本申請表內列明之所需資料，否則該申請將被視為不符合申請資格而不予評核及審批。

The applicant shall submit the mandatory information. Otherwise, the application will be considered as ineligible and will not be processed.

申請 Application

電子版申請表可於基金網站 www.citf.cic.hk 下載。請於提交申請前檢查以下資料是否準備妥當：

Electronic application form can be downloaded CIC website www.cic.hk. Please check if the below information is duly prepared for submission:

- 申請聲明 Application declaration
- 申請表 Application form
- 兩張產品圖片（JPEG 格式） Two product photos (JPEG)
- 詳細技術規格(例如：設計、功能規格及技術表現)及產品目錄 Detailed technical specifications (such as design, functional specifications and performance capabilities) and product catalogue
- 產品測試報告證明（如有） Product test report/ certificate (if available)
- 影片或錄像等（如有）相關資料 Videos or product demonstrations (optional)

請把填妥表格電郵至 citf@cic.hk。如有任何問題，請聯絡基金秘書處（電話：2100 9000）。

Please return the completed form to citf@cic.hk. For enquiries, please feel free to contact CITF Secretariat at Tel. 2100 9000.

建造業創新及科技基金
Construction Innovation and Technology Fund (CITF)

預先批核科技產品名單申請表
Application Form for the
Pre-approved Technologies List

Note :

- (i) For **Company Applicant who owns the intellectual property (IP) rights** of the technology product/solution concerned, please fill in **Parts I and III only** (i.e. omitting Part II). 申請公司如持有該準備申請列入預先批核科技產品 / 方案的知識產權，只需填上申請表的第一及第三部分（即不用填寫第二部份）。
- (ii) For **Company Applicant who does not own the IP rights** of the technology product/solution seeking for its inclusion into the “Pre-approved List”, the Applicant must obtain the **prior consent of the IP owner** and **fill in all three Parts (I, II and III)** of the Application Form.
申請公司如沒有持有該準備申請列入預先批核科技產品 / 方案的知識產權，申請人必須在提交申請前向知識產權持有人取得同意，並填寫申請表內的第一、二及第三部分。
- (iii) Products approved for inclusion in the Pre-approved List shall be subject to the review by the CITF Vetting Sub-Committee. Where a product is considered to be no longer appropriate, it will be removed from the Pre-approved List subject to the sole decision by the CITF.
評審小組委員會將定期覆檢已列入預先批核科技產品名單之產品，如某產品被評為不再合適，議會有最終的決定權將該產品從預先批核名單中移除。

第一部份 --- 申請公司資料

PART I --- COMPANY APPLICANT'S INFORMATION

- * 如基金申請獲批准，本人 同意 / 不同意 於基金網站發佈公司聯絡資料(包括電話、電郵及網址) 供公眾人士查詢。
- * Where your CITF application has been approved, company contact information (Including telephone number, e-mail and website) can be / cannot be published on the CITF website for public information.

1.	*公司名稱： *Name of Company:	(中文全名)
		(English Full Name)
2.	地址： Address:	
3.	*網址： *Website:	
4.	業務性質： Nature of Business:	
5.	公司註冊日期： Date of Incorporation:	
6.	商業登記證號碼： Business Registration Certificate Number:	
7.	獲授權負責人士： Authorised Person:	
	姓名： Name:	
	職位： Official Capacity:	
	電話： Tel No.:	
	傳真： Fax No.:	
	電子郵件： Email:	
8.	聯絡人： Liaison Officer:	
	姓名： Name:	
	職位： Official Capacity:	

	*電話: *Tel No.:	
	傳真: Fax No.:	
	電子郵件: Email:	

第二部份 --- 提供產品公司資料

PART II --- PRODUCT PROVIDER'S INFORMATION

Note :

- (i) 如提供多於一個產品資料，請複製第二部份及第三部份表格填寫
Please copy the table in Part II and Part III if your company provides more than one innovative products
- (ii) 如第二部份與第一部分相同，請在方格加“✓”毋須填寫此部分。Tick this box if same as Part I and can skip Part II.

1.	公司名稱： Name of Company:	(中文全名)
		(English Full Name)
2.	地址： Address:	
3.	網址： Website:	
4.	業務性質： Nature of Business:	
5.	公司註冊日期： Date of Incorporation:	
6.	聯絡人： Liaison Officer:	
	姓名： Name(s):	
	職位： Official Capacity:	

	電話: Tel No.:	
	傳真: Fax No.:	
	電子郵件: Email:	

第三部份 --- 科技產品資料

PART III --- TECHNOLOGIES INFORMATION

1.	科技產品名稱 Name of Technology:	(中文) :
		(English)
2.	產品規格 : Product Specifications: (需提供中文及英文資料 Must provide both Chinese and English information)	

3.	<p>請就下列各方面簡述產品的優點，最少需填寫一項。可提供產品測試報告、表現指標、相關數據等資料。</p> <p>Please describe the product merits in at least one of the following aspects.</p> <p>Please provide product test report, performance indicators or relevant supporting data.</p>
3.1	<p>簡述產品如何在施工過程中促進生產力(如適用)。</p> <p>Describe how the product could boost productivity during the construction process (if applicable).</p>
3.2	<p>簡述產品如何在施工過程中提高建造質素(如適用)。</p> <p>Describe how the product could uplift built quality during the construction process (if applicable).</p>
3.3	<p>簡述產品如何在施工過程中改善工地安全(如適用)。</p> <p>Describe how the product could improve site safety during the construction process (if applicable).</p>

3.4	<p>簡述產品如何在施工過程中提升環保效益(如適用)。</p> <p>Describe how the product could enhance environmental performance during the construction process (if applicable).</p>															
4.	<p>請說明科技產品比市面現時相類同或傳統產品/方法優勢之處。</p> <p>Please state the advantage(s) of the technologies over the traditional or existing similar products or methods in the market.</p>															
5.	<p>請列出科技產品在香港或海外建造工程項目的應用情況（按倒序列出，最多五項）# (必須項目)</p> <p>List the details of adoption of the technologies in construction works projects in Hong Kong or overseas (in reverse chronological order, maximum 5 projects)# (Mandatory):</p> <table border="1" data-bbox="316 1350 1353 2116"> <thead> <tr> <th data-bbox="316 1350 595 1641"> 工程名稱 <i>Project Name(s)</i> </th> <th data-bbox="595 1350 815 1641"> 種類 <i>Type of project</i> </th> <th data-bbox="815 1350 954 1641"> 年份 <i>Year</i> </th> <th data-bbox="954 1350 1142 1641"> 性質 <i>Nature</i> (試用 <i>Trial</i> / 應用 <i>adoption</i>) </th> <th data-bbox="1142 1350 1353 1641"> 客戶聯絡資 料（電話/電 郵） <i>Client</i> <i>contact (Tel. /</i> <i>email)</i> </th> </tr> </thead> <tbody> <tr> <td data-bbox="316 1641 595 1883"></td> <td data-bbox="595 1641 815 1883"></td> <td data-bbox="815 1641 954 1883"></td> <td data-bbox="954 1641 1142 1883"></td> <td data-bbox="1142 1641 1353 1883"></td> </tr> <tr> <td data-bbox="316 1883 595 2116"></td> <td data-bbox="595 1883 815 2116"></td> <td data-bbox="815 1883 954 2116"></td> <td data-bbox="954 1883 1142 2116"></td> <td data-bbox="1142 1883 1353 2116"></td> </tr> </tbody> </table>	工程名稱 <i>Project Name(s)</i>	種類 <i>Type of project</i>	年份 <i>Year</i>	性質 <i>Nature</i> (試用 <i>Trial</i> / 應用 <i>adoption</i>)	客戶聯絡資 料（電話/電 郵） <i>Client</i> <i>contact (Tel. /</i> <i>email)</i>										
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工程資料 可以 / 不可以公開

Project information can be / cannot be published

(請在方格加“✓” Please add tick in the appropriate box)

#申請者必須提供本申請表內列明之所需資料，否則該申請將被視為不符合申請資格而不予評核及審批。

The applicant shall submit the mandatory information. Otherwise, the application will be considered as ineligible and will not be processed.

6. 香港的建議零售價（僅限於產品）為港幣：

Suggested Retail Price in Hong Kong (Product only) HKD:

請註明價格單位或按工地規模的應用投放

Please specify unit of the price or in proportion to the scale of construction projects

其他建議零售價為港幣 HKD\$_____，包括下列項目：

Other Suggested Retail Price HKD\$_____ includes the following items:

產品 Product 港幣 HKD\$_____

裝置 Set-up 港幣 HKD\$_____

保養 Maintenance 港幣 HKD\$_____

其他（請列明）Others (Please specify) _____

港幣 HKD\$_____

建議零售價 可以 / 不可以公開

Suggested Retail Price can be / cannot be published

(請在方格加“✓” Please add tick in the appropriate box)

7.	<p>是否需要提供特別培訓以操作產品？如是，需要多長時間？上述售價是否已包括培訓費用；若要另外付費，費用多少？</p> <p>Any special training needed for the operation of the product? If yes, how many training hours are required? Does the above retail price include the training fee; and if not, how much more?</p> <p><input type="checkbox"/> 是，需要特別培訓以操作產品，上述售價已包括_____人，為期_____小時/天*之培訓費用</p> <p>Yes, special training is needed and the above retail price includes the training fee for _____ hours/days* of training for _____ persons.</p> <p><input type="checkbox"/> 是，需要特別培訓以操作產品，上述售價不包括培訓費用，_____人及為期_____ 小時/天*之培訓費用為港幣 HK\$_____</p> <p>Yes, special training is needed and the above retail price does not include any training. Training fee for _____ hours/days* of training for _____ persons is HK\$_____</p> <p><input type="checkbox"/> 否，不需要特別培訓以操作產品。</p> <p>No, special training is not required.</p> <p>*請刪除不適用者 delete as appropriate</p>
8.	<p>是否需要特別軟件或設備以支援產品的操作？如是，請列出所需軟件及設備資料和費用。</p> <p>Any special software or facilities needed to support for the operation of the product? If yes, please specify the required items and their costs.</p> <p><input type="checkbox"/> 是 Yes， 軟件或設備名稱 Name of Software or Facilities:</p> <p>_____</p> <p>費用 Cost (港幣 HK\$): _____</p> <p><input type="checkbox"/> 否， No</p>
9.	<p>產品的知識產權 Owner of the Intellectual Property Right (IP Right) of the product:</p> <p><input type="checkbox"/> 申請人擁有該產品的知識產權，請提供相關證明。</p> <p>The applicant owned the IP Right of the product, please provide substantiation.</p> <p>_____</p> <p><input type="checkbox"/> 知識產權不是由申請人擁有，申請人：</p> <p>The applicant does not own the IP Right. The applicant:</p> <p><input type="checkbox"/> 已取得該產權擁有者的所需同意，提交此次「預先批核科技產品」申請。請提供相關證明。</p>

	<p>has obtained necessary consent from the IP Right owner to apply for inclusion into the “Pre-approved List”. Please provide substantiation:</p> <hr/> <p><input type="checkbox"/> 未取得該產權擁有者的所需同意，提交此次「預先批核科技產品」申請。</p> <p>has not obtained necessary consent from the IP Right owner to apply for inclusion into the “Pre-approved List”</p>
10.	<p>為鼓勵本地技術創新和產品的使用，就涉及採用本地開發的創新或產品的獲批項目，基金會承擔其總成本的最多 75%（相比一般情況下的 70% 配對率為高）。如產品是由香港本地開發，請提供相關證明文件。</p> <p>To encourage the use of local technological innovations and products, the CITF will bear a higher maximum ratio of 75% (as opposed to the ratio of 70% in general cases) of the total costs of the Approved Project which involves the adoption of locally developed innovations or products.</p> <p>If the product is locally developed in Hong Kong, please provide relevant document proof.</p> <p><input type="checkbox"/> 是，由政府創新科技署管理的創新及科技基金的相關資助計劃下獲批及完成的本地研究及發展項目，包括： 創新及科技支援計劃； 大學與產業合作計劃；及 企業支援計劃 / 小型企業研究資助計劃。</p> <p>Yes, approved and completed projects under relevant funding schemes of the Innovation and Technology Fund administered by the Innovation and Technology Commission of the Government, including: Innovation and Technology Support Programme (ITSP); University-Industry Collaboration Programme (UICP); and Enterprise Support Scheme (ESS) / Small Entrepreneur Research Assistance Programme (SERAP)</p> <p><input type="checkbox"/> 是，由本地大學或大專院校開發。 Yes, development by local universities or tertiary institutions.</p> <p><input type="checkbox"/> 是，由本地企業內部自行開發。 Yes, local corporate in-house development.</p> <p><input type="checkbox"/> 是，本地其他途徑開發。 Yes, local development by other means.</p> <p><input type="checkbox"/> 否。 No.</p>

11.	<p>產品在香港之銷售渠道 Product Selling Channel in Hong Kong</p> <p>產品在香港是否有獨家代理或經銷商？ Is there a sole agent or distributor of the product in Hong Kong?</p> <p><input type="checkbox"/> 是，申請人是獨家代理或經銷商。請提供相關授權書或同意書。 Yes, the applicant is the sole agent or distributor in Hong Kong. Please provide authorisation letter or agreement</p> <p><input type="checkbox"/> 是，但申請人不是獨家代理或經銷商。獨家代理或經銷商為 _____。(請提供相關證明) Yes, but the applicant is NOT the sole agent or distributor in Hong Kong. The sole agent or distributor is _____ (Please provide relevant document proof)</p> <p><input type="checkbox"/> 否。 No.</p>
12.	<p>其他補充資料可幫助審核該產品(如有)。 Any other supplementary information that can help assess the product (optional).</p>

只供電腦軟件的預先批核申請填寫：

For Computer Software Application Only:

13.	<p>軟件授權類型： Type of Licence:</p>	<p><input type="checkbox"/> 永久授權 Perpetual Licence <input type="checkbox"/> 訂購授權 Subscription Licence</p>
14.	<p>訂購年期 / 每年保養： Years of Subscription / Annual Maintenance:</p>	
15.	<p>建築信息模擬使用（如適用）： Use of BIM (if applicable):</p>	<p><input type="checkbox"/> 單獨使用 Single BIM Use <input type="checkbox"/> 多項使用 Multiple BIM Use <input type="checkbox"/> 目標使用 BIM Goals</p>

16.	<p>國際建議零售價： Suggested Retail Price Worldwide:</p> <p><i>若產品獲得批核，國際建議零售價將在基金網站上公佈</i> <i>The suggested retail price worldwide will be published on the CITF website if product is approved</i></p>	<p>貨幣 Currency : _____</p> <p>價格 Price : _____</p> <p>地區 District : _____</p>
17.	<p>上兩次軟件更新： Last two software update:</p>	<p>1. _____(月/年 MM/YY)</p> <p>2. _____(月/年 MM/YY)</p>



預先批核科技產品名單申請聲明
Declaration for Application for the
Pre-approved Technologies List

1. I confirm, on behalf of the Company that all information given on the enclosed form and documents submitted with this form is true and correct, and that the Company has no record of bankruptcy or involvement in business fraud or unethical practice. I understand that giving false or misleading statements or information in connection with an application for the Pre-approved Technologies List could amount to a criminal offence and may also result in the application being deemed invalid.

本人代表公司確認本申請表及連同申請所呈交的文件內所提供的一切資料均屬真實正確，以及公司沒有破產或涉及商業詐騙，或以不道德手法經營的記錄。本人明白於申請預先批核科技產品內提供虛假或具誤導性陳述或資料均能構成刑事罪行並可導致申請無效的結果。

2. I authorise the CIC to verify and / or obtain information in relation to the application. I also consent to direct transfer of such information between the CIC and the relevant parties (including the Development Bureau of the HKSAR Government, the responsible bureau of the CITF).

本人授權議會直接向有關機構核實及 / 獲取與本申請之相關資料，並同意相關機構（包括負責基金的香港特別行政區政府發展局）及議會之間直接轉移該等資料。

3. I have carefully read and fully understand the “Application Guidelines” and the below Personal Information Collection Statement.

本人已清楚閱讀和完全明白【申請須知】及以下【收集個人資料聲明】

Personal Information Collection Statement 收集個人資料聲明

- (i) The information you provide to the CIC, including any personal data as defined in the Personal Data (Privacy) Ordinance, will be used solely for purposes related to the activities of the CIC, including matters in relation to the CITF. The information would be used for the following matters:

閣下向議會所提供的資料，包括《個人資料〔私隱〕條例》所指的個人資料，只會用於有關議會包括建造業創新及科技基金的事宜。閣下提供的資料將會用於以下事宜：

- (a) assessing your CITF application;
評估批准閣下的基金申請；
- (b) where your CITF application has been approved, publishing on the CITF website for public information;
若閣下的基金申請獲批准，發佈於基金網站供公眾人士查閱；
- (c) allowing the CIC to conduct research and surveys;
供議會進行研究及調查；
- (d) serving as reference materials of the CITF Secretariat; or
供基金秘書處作資料參考；或
- (e) disclosure to any authorities in relation to investigation or prosecution of any offence.
就任何罪行的調查或檢控向有關當局作出披露。

(ii) The CIC will not transfer your personal data to any third parties without your prior consent. By signing this Declaration, you are deemed to have given prior consent to any transfer of your personal data by the CIC to entities which are relevant to this Application (including the Development Bureau of the HKSAR Government) in the situations set out in (a) through (e) above.

在未得閣下的事先同意，議會不會將你的個人資料轉移給任何第三方。閣下簽署本聲明會被視為給予事先同意議會在上述(a)至(e)情況下將你的個人資料轉移給與本申請有關的相關機構(包括香港特別行政區政府發展局)。

(iii) It is obligatory for you to supply the CIC with your personal data. The CIC may be unable to process and/or consider your application if you do not provide complete information.

閣下必須向議會提供個人資料。如閣下未能提供完整的資料，議會或無法處理及/或考慮你的申請。

(iv) To keep you informed of the CIC activities and industry developments which may be of interest, the CIC would like to use your personal data, including your name, phone number, correspondence and email address, to update you in relation to CIC training courses, trade testing, registration, events and other aspects of its work and developments in the construction industry. You are free to decide whether you wish to receive such information. If you choose not to do so, please put a tick in the box below.

為讓閣下得知你或有興趣的議會活動和建造業的發展情況，議會將使用閣下的個人資料，包括你的姓名、電話號碼、郵寄和電郵地址，向你提供有關議會訓練課程、行業測試、註冊、活動項目及議會工作和建造業發展的資訊。你可選擇是否同意接收這些資訊。如不同意的話，請於以下空格內加上「☑」號。

I do not wish to receive any information from the CIC in relation to its activities or developments in the construction industry.

本人不同意接獲由議會發出有關議會活動或建造業發展的資訊。

- (v) You are entitled to request access to and correction of any errors in your personal data. If you wish to do so please write to the Assistant Director – Registration Services, Construction Industry Council at 38/F COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon.

閣下有權要求查閱及修正你的個人資料中的任何錯誤。如欲申請，請以書面向議會的助理總監 - 註冊事務提出，地址為九龍觀塘駿業街 56 號中海日升中心 38 樓。

公司代表簽署: _____ 公司蓋章: _____
Authorised Signature: _____ Company Chop: _____

姓名(正楷): _____ 職銜: _____
Name in block letters _____ Post Title: _____

聯絡電話: _____ 日期: _____
Tel. No. _____ Date _____

完

--- The End ---