

Construction Industry Council

Consultancy Services for Establishing an Outdoor Training Ground at Siu Lang Shui for the Construction Industry Council

Please adhere the following label on separate sealed envelope of your submitted tender.



“Confidential”

Fee Proposal

**Construction Industry Council (CIC)
The Tender Box
G/F, Hong Kong Institute of Construction –
Kowloon Bay Campus, 44 Tai Yip Street,
Kowloon Bay, Kowloon, Hong Kong**

TENDER

**Ref. No.: [(615) in P/AE/PUR/AGC]
Consultancy Services for Establishing an
Outdoor Training Ground at Siu Lang Shui
for the Construction Industry Council**

Name of Tenderer: _____

Closing Time and Date: 12:00 noon on 23 January 2026

APPENDIX C – Form of Tender

**To be included
in
Fee Proposal**

FORM OF TENDER
FOR
CONSULTANCY SERVICES FOR ESTABLISHING AN
OUTDOOR TRAINING GROUND AT SIU LANG SHUI
FOR
THE CONSTRUCTION INDUSTRY COUNCIL

To: Construction Industry Council
38/F, COS Centre,
56 Tsun Yip Street,
Kwun Tong, Kowloon,
Hong Kong

Dear Sirs,

1. Having examined the Conditions of Tender, Appendices to Conditions of Tender, Assignment Brief and its Appendixes, Memorandum of Agreement, General Conditions of Contract thereto for the execution of the above named Services, we offer to execute and complete the whole of the said Services in conformity with the said Conditions of Tender, Appendices to Conditions of Tender, Assignment Brief and its Appendixes, Memorandum of Agreement, CIC's General Conditions of Contract, and the tender proposals submitted herewith **(i) for completion of Work Stage 3 within THREE (3) months from date of project commencement, (ii) for completion of Work Stage 4 by May 2027 and (iii) for completion of Work Stage 5 upon end of the Defects Liability Period of the construction works** (including Sundays and Public Holidays) and for the sum of Hong Kong Dollars.....
.....(HK\$.....)
(not being subject to fluctuations in labour and material costs) or such sums as may be ascertained in accordance with the Conditions of Employment.
2. We agree to abide by this tender and not to withdraw it for a period of 120 days from the date fixed for receiving it and including that date and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

3. Unless and until a formal agreement is prepared and executed, this tender together with your written acceptance thereof subject to the provisions of Clause 2 hereof shall constitute a binding Contract between us.
4. We understand that you are not bound to accept the lowest or any tender you may receive.

Signature _____

In the capacity of _____

Duly authorized to sign tenders for and on behalf of * _____

Registered Address of the Firm

Date _____

Witness _____

Address

Occupation

Date _____

Business Registration Certification No. _____

Name of Partner(s)

Residential Address of Partner(s)

* In the cases of a (a) Limited Company or (b) Partnership or unincorporated body, (a) the name of the Company or (b) the name(s) of the partner(s) must be inserted in the space provided above.

APPENDIX D – Fee Proposal

**To be included
in
Fee Proposal**

FEE PROPOSAL
FOR THE
CONSULTANCY SERVICES FOR ESTABLISHING AN
OUTDOOR TRAINING GROUND AT SIU LANG SHUI
FOR THE CONSTRUCTION INDUSTRY COUNCIL

The Consultant shall be paid a Lump Sum fee of HK\$_____ for the provision of all services and all expenses incurred in connection with the carrying out and satisfactory completion of the Assignment as detailed in the Assignment Brief and its Appendixes .

The tenderer shall enclose with his tender the completed Schedule of Rates as below:

- (1) The Schedule of Rates shall be in sufficient details to indicate the breakdown of the works. Failure to submit the Schedule of Rates may cause his tender not to be considered by the Employer.
- (2) Upon award of the Contract, the Schedule of Rates shall be deemed to be the Contractor's Schedules and will be regarded as firm and will not be subject to remeasurement or adjustment whatsoever otherwise than in accordance with the expressed provisions of the terms of the Contract.
- (3) The total of the Schedule of Rates must agree with the amounts carried to the Summary of Tender. Any items which are not included in the Schedule of Rates but shown on the drawings or described in the specifications under the tender documents shall be deemed to have been included in the tender figures. The rates in the Schedule shall be used for the valuation of variations ordered by the Employer, but the quantities referred to in the Schedule of Rates shall not form part of the Contract Documents.
- (4) The tenderer should note that the quantities as inserted in the Schedule of Rates for all measured work should be consistent with those shown on the tender drawings and the drawings to be prepared and provided by the tenderer. Where large discrepancy or apparent inconsistency in the quantity of any item is identified, the item total will remain intact and the tenderer will be requested to adjust the unit rate and the quantity to tally with the item total.

Schedule of Rates

Table 1 - Detailed breakdown of tender price

Item	Relevant Item(s) in Assignment Brief and its Appendixes	Description of Deliverables	Amount (HK\$)
		Work Stage 1 – Outline Proposals and Sketch Plan	
1	2.3 (a), 3.6 (a) and 4.15 (a)	Completion of Work Stage 1 (i) Lead consultant fee (ii) Sub-consultant fee (Listed all)	(i) (ii)
		Works Stage 2 – Detail Design	
2	2.3 (b), 3.6 (b) and 4.15 (b)	Completion of Work Stage 2 (i) Lead consultant fee (ii) Sub-consultant fee (Listed all)	(i) (ii)
		Work Stage 3 – Documentation / Tender Preparation	
3	2.3 (c), 3.6 (c) and 4.15 (c)	Completion of Work Stage 3 (i) Lead consultant fee (ii) Sub-consultant fee (Listed all)	(i) (ii)
		Work Stage 4 – Construction Supervision	
4	2.3 (d), 3.6 (d) and 4.15 (d)	Completion of Work Stage 4 (i) Lead consultant fee (ii) Sub-consultant fee (Listed all)	(i) (ii)
		Work Stage 5 – Post Hand Over Services	
5	2.3 (e), 3.6 (e) and 4.15 (e)	Completion of Work Stage 5 (i) Lead consultant fee (ii) Sub-consultant fee (Listed all)	(i) (ii)
		Total (Mandatory Items):	

(Note: All the fees quoted for the Mandatory Items 1 to 5 above shall include all related expenses in retrieving all necessary documents and drawings and in attaining all necessary statutory approval.) For interim payment at each work stage to be agreed with the Employer at the commence of each work stage. The interim payment should correspond to the % of work done under each work stage and in any case not more than 3 nos. per work stage.)

Upon receipt and acceptance of the Deliverables for each Payment Stage/ Date by the CIC with satisfaction and upon the submission of invoices to the CIC by the Consultant, the Consultant shall be paid in accordance with the following payment schedule within 30 days of the receipt of the invoices subject to verification of the invoice.

The percentages of payment do not imply or indicate the relative or absolute amount of resources and expenses to be spent by the Consultant to produce the concerned deliverables and to complete the tasks and services. The payment schedule is as follows:-

Payment Stage / Date	Payment Schedule (%)
Work Stage 1 - Outline Proposals and Sketch Plan	
Upon satisfactory Completion and Acceptance by the CIC on Work Stage 1	10%
Work Stage 2 - Detail Design	
Upon satisfactory Completion and Acceptance by the CIC on Work Stage 2	20%
Work Stage 3 - Documentation / Tender Preparation	
Upon satisfactory Completion and Acceptance by the CIC on Work Stage 3	20%
Work Stage 4 – Construction Supervision	
Upon Commencement of the Construction Works	10%
Upon Completion of the Construction Works	30%
Work Stage 5 – Post-Handover Services	
Upon satisfactory Completion and Acceptance by the CIC on Work Stage 5	10%
Total	100%

Defects Liability Period	[12] month(s) after Date for Practical Completion
Date for Commencement	The date as stated on the Project Commencement Letter.
Date for Completion	Design and Tender Documentation - within THREE (3) months from the date of project commencement (up to completion of Work Stage 3) Construction Works – by May 2027 (up to the completion of Work Stage 4)

Name of Company : _____

Signature of Person Authorized
to Sign for the Proposal* : _____
(with company chop)

Address _____

Tel No.: _____ Fax No. _____

Email: _____ Date: _____

* If the tender is submitted by a Joint Venture, all participants in the Joint Venture must sign the Fee Proposal.