

**2014 Hong Kong Wine and Dine Festival
(30 October - 2 November 2014)**

Tender Notice

Reference No.:	EPD_20140611-2
Procuring Department:	Event and Product Development
Project Name:	2014 Hong Kong Wine and Dine Festival
Organiser:	Hong Kong Tourism Board (HKTB)
Event Management Agency:	Baobab Tree Event Management Company Limited (BTE)
Scope of Works/ Services:	Invitation to submit tender - Onsite Electricity Supplier
Collection of Project Brief/ Specification and Tender Documents & Conditions:	<p>Baobab Tree Event Management Company Limited Address: Room 1802, 18/F, Bangkok Bank Building, No 18 Bonham Strand West, Sheung Wan, Hong Kong Contact Person: Ms Cynthia Chung / Manager Telephone No.: (852) 3520 3613 Fax No.: (852) 3520 3618 Email: cynthia.chung@baobab-tree-event.com</p> <p>Tenderers who wish to collect the tender documents shall write a letter on company letterhead together with contact details and send by fax to the above contact person of the Baobab Tree Event Management Company Limited</p>
Closing Date & Time:	<p><u>Onsite Electricity Supplier</u> Date: 30 June, 2014 (Monday) Time: 12 noon (Hong Kong Time)</p> <p>In the event of a typhoon signal No. 8 or above or rainstorm black warning is issued on the closing date before the closing time, the tender closing time will be postponed to the same time on the first working day immediately after the signal or warning is lowered.</p>
Submission of Tender:	Tenders must be completed in accordance with the Tender Documents & Conditions, addressed to Ms Angela Lee, General Manager, Baobab Tree Event Management Company Limited, and deposited in the tender box situated at Room 1802, 18/F, Bangkok Bank Building, No 18 Bonham Strand

	West, Sheung Wan, Hong Kong before the closing date/time. Late submission will not be accepted.
Tenderer must meet these minimum requirements:	Tenderer must possess relevant experience in providing temporary electricity supply for outdoor exhibitions.
Tender Briefing: (Note: Registration of attendance is required. Separate confirmation notice will be issued.)	<u>Onsite Electricity Supplier</u> Date: 13 June, 2014 (Friday) Time: 2:30pm – 3:30pm Venue: Hong Kong Tourism Board Lantau Room, 10/F, Citicorp Centre, 18 Whitefield Road, North Point, Hong Kong Admission: Please contact Ms. Cynthia CHUNG at (852) 3520 3613 or by email at cynthia.chung@baobab-tree-event.com for registration.

You must comply fully with the Prevention of Bribery Ordinance (Cap. 201 of the Laws of Hong Kong).

Any information or communications between you and Hong Kong Tourism Board (HKTB) / Baobab Tree Event Management Company Limited (BTE) in connection with the captioned subject are private and confidential. You shall not disclose or otherwise divulge the same without our prior written consent.

HKTB and BTE reserve the right not to appoint any company to undertake the project. The lowest fee bid may not necessarily be accepted as the successful bid. HKTB/BTE is not responsible for any cost incurred by you in the preparation of the tender and in responding to this notice. HKTB and BTE reserve the right to change or cancel this notice without prior notice or liability to any parties. You will be deemed to have accepted these conditions if you respond to this notice.

This tender notice is available in HKTB website at <http://www.discoverhongkong.com/>

Dated 11 June 2014