

**Application for Pre-qualification
for Interior Design Consultancy Services for Project KC-015**

Reply Form

The Urban Renewal Authority ("Authority") is currently inviting consultancy companies to apply for the pre-qualification for the interior design consultancy services for Project KC-015 at Kai Tak Road / Sa Po Road, Kowloon City ("Services").

For interested companies, please duly complete and submit the pre-qualification ("PQ") form (including Part A, Part B, Part C and Part D with necessary information) to the Authority to apply for PQ for the provision of the Services. The project brief is shown on page 7 of this PQ Form for your reference. Should you have any queries, please contact our Ms. Joyce Mok on 2588 2782 or Ms. Carol Ning on 2588 2455.

Part A. General Information of the Consultant

Full Name of the Consultant

Year in which the Consultant was established

Business Form of the Consultant

- (1) Sole Proprietorship (2) Partnership
 (3) Incorporated Company

Name of Sole Proprietorship (for sole proprietorship)

Name of all Partners (for Partnership)

- | | |
|-----|-----|
| (1) | (2) |
| (3) | (4) |
| (5) | (6) |

Date and Place of Incorporation (for Incorporated Company)

Registered Office Address

Business Address in Hong Kong (for registered non-Hong Kong Company)

Contact information

Tel: _____ Fax: _____
Email: _____

Contact Person and Position

Unresolved/ on-going litigation (if any)

- Yes No

If yes, please provide details.

1) The Consultant is currently on the List of Consultants of the Architectural and Associated Consultants Selection Board ("AACSB") maintained by the Architectural Services Department (Architectural Category)

- Yes No
 Band 1 Band 2

2) The Consultant is under suspension or restriction (including voluntary suspension and/or restriction) from tendering under any relevant list of the Government, Hong Kong Housing Authority and / or Hong Kong Housing Society as at the closing date of the pre-qualification exercise (if any).

- Yes No

If yes, please provide details of suspension / restriction below.

3) Any associated companies (having the meaning given by Section 2(1) of the Companies Ordinance (Cap.622)) of the consultant is currently on the list as mentioned in Item 1) above.

- Yes No

If yes, please provide the name of the associated companies.

Part B. Indication of Interest*

Please provide the following documents for reference and put a tick in the box if the document is enclosed:

- The Consultant is interested in applying for PQ and submits herewith its details (i.e. extract of letter of acceptance and/or consultancy agreement including scope of services, the total number of residential flats, area of residential clubhouse or private club, layout plan of typical floors of the residential development, or residential clubhouse or private club) in this PQ form.

Important Note: The Consultant who has submitted a pre-qualification application but does not submit a tender upon the Authority's tender invitation will be recorded for future reference of the Authority in formulating lists of tenderers for future tenders.

Part C. Supporting Documents*

Please provide the following document for reference and put a tick in the box if the document is enclosed:

- A copy of Business Registration Certificate (for Sole Proprietorship, Partnership and Incorporated Company)
- A copy of Certificate of Incorporation (for Incorporated Company)
- A copy of the notification from the Government and/or the relevant bodies stating the reason for suspension
- Duly completed and signed Form of Consultant's Permission to obtain information from the Public Bodies
- A copy of details of job references for fulfilling the shortlisting criteria as listed in the Project Brief

***: Please take the appropriate box/ boxes above**

Part D. Job References (please fill in ALL items in the table and use separate sheet for more job references)

(1) The Consultant shall have at least one (1) job reference of providing interior design consultancy services, including interior scheme design and project execution, for **new residential development** (excluding public rental housing and subsidized sales flat provided by Hong Kong Housing Authority and Hong Kong Housing Society) in the **private sector** in Hong Kong currently in progress or completed (i.e. obtained an Occupation Permit under the Buildings Ordinance) in the past five (5) years preceding the closing date of the pre-qualification exercise and satisfying the following criteria:

(i) With a total number of **residential flat not less than 150**.

1	Name of Client	
	Contact Person / Telephone No.	
	Project Name and Detailed Description	
	Project Location	
	Year and month of Commencement of Service	
	Year and month of Completion (i.e. Issuance of Occupation Permit)	<input type="checkbox"/> In progress, anticipated date of completion: _____ <input type="checkbox"/> Completed, date of issuance of Occupation Permit: _____
	Scope of Services provided	<input type="checkbox"/> Interior scheme design and project execution
	Total GFA (sq.m.)	
	GFA (sq.m.) for residential portion	
	No. of residential towers	
	No. of storeys for residential tower(s)	
	No. of residential flats (total)	
2	Name of Client	
	Contact Person / Telephone No.	
	Project Name and Detailed Description	
	Project Location	
	Year and month of Commencement of Service	
	Year and month of Completion (i.e. Issuance of Occupation Permit)	<input type="checkbox"/> In progress, anticipated date of completion: _____ <input type="checkbox"/> Completed, date of issuance of Occupation Permit: _____
	Scope of Services provided	<input type="checkbox"/> Interior scheme design and project execution
	Total GFA (sq.m.)	
	GFA (sq.m.) for residential portion	
	No. of residential towers	
	No. of storeys for residential tower(s)	
	No. of residential flats (total)	

- (1) The consultant shall have at least one (1) job reference of providing interior design consultancy services, including interior scheme design and project execution, for **new residential development** (excluding public rental housing and subsidized sales flat provided by Hong Kong Housing Authority and Hong Kong Housing Society) in the **private sector** in Hong Kong currently in progress or completed (i.e. obtained an Occupation Permit under the Buildings Ordinance) in the past five (5) years preceding the closing date of the pre-qualification exercise and satisfying the following criteria:

(ii) Obtained provision / final **BEAM Plus certification in gold or platinum** rating.

1	Name of Client	
	Contact Person / Telephone No.	
	Project Name and Detailed Description	
	Project Location	
	Year and month of Commencement of Service	
	Year and month of Completion (i.e. Issuance of Occupation Permit)	<input type="checkbox"/> In progress, anticipated date of completion: _____ <input type="checkbox"/> Completed, date of issuance of Occupation Permit: _____
	Scope of Services provided	<input type="checkbox"/> Interior scheme design <input type="checkbox"/> Project execution
	Total GFA (sq.m.)	
	GFA (sq.m.) for residential portion	
	No. of residential flats (total)	
	BEAM Plus Certification	<input type="checkbox"/> Provisional, <input type="checkbox"/> Gold / <input type="checkbox"/> Platinum <input type="checkbox"/> Final, <input type="checkbox"/> Gold / <input type="checkbox"/> Platinum
2	Name of Client	
	Contact Person / Telephone No.	
	Project Name and Detailed Description	
	Project Location	
	Year and month of Commencement of Service	
	Year and month of Completion (i.e. Issuance of Occupation Permit)	<input type="checkbox"/> In progress, anticipated date of completion: _____ <input type="checkbox"/> Completed, date of issuance of Occupation Permit: _____
	Scope of Services provided	<input type="checkbox"/> Interior scheme design <input type="checkbox"/> Project execution
	Total GFA (sq.m.)	
	GFA (sq.m.) for residential portion	
	No. of residential flats (total)	
	BEAM Plus Certification	<input type="checkbox"/> Provisional, <input type="checkbox"/> Gold / <input type="checkbox"/> Platinum <input type="checkbox"/> Final, <input type="checkbox"/> Gold / <input type="checkbox"/> Platinum

- (2) The Consultant shall have at least one (1) job reference of providing interior design consultancy services, including interior scheme design and project execution, for **residential clubhouse** of new residential development in the private sector (excluding public rental housing and subsidized sales flat provided by Hong Kong Housing Authority and Hong Kong Housing Society) or **private club** in Hong Kong currently in progress or completed (i.e. obtained an Occupation Permit under the Buildings Ordinance) in the past five (5) years preceding the closing date of the pre-qualification exercise with a **residential clubhouse or private club indoor area of not less than 500 sq.m.**

1	Name of Client	
	Contact Person / Telephone No.	
	Project Name and Detailed Description	<input type="checkbox"/> Residential Clubhouse <input type="checkbox"/> Private Club
	Project Location	
	Year and month of Commencement of Service	
	Year and month of Completion (i.e. Issuance of Occupation Permit)	<input type="checkbox"/> In progress, anticipated date of completion: _____ <input type="checkbox"/> Completed, date of issuance of Occupation Permit: _____
	Scope of Services provided	<input type="checkbox"/> Interior scheme design and project execution
	Indoor area of the residential clubhouse or private club (sq.m.)	
2	Name of Client	
	Contact Person / Telephone No.	
	Project Name and Detailed Description	<input type="checkbox"/> Residential Clubhouse <input type="checkbox"/> Private Club
	Project Location	
	Year and month of Commencement of Service	
	Year and month of Completion (i.e. Issuance of Occupation Permit)	<input type="checkbox"/> In progress, anticipated date of completion: _____ <input type="checkbox"/> Completed, date of issuance of Occupation Permit: _____
	Scope of Services provided	<input type="checkbox"/> Interior scheme design and project execution
	Indoor area of the residential clubhouse or private club (sq.m.)	

Notes :

- The above-mentioned two criteria in (1)(i), (1)(ii) and (2) can be fulfilled by job references from one project or different projects.
- If the Consultant is a company and it is a member of a group of companies (having the meaning given by Section 2(1) of the Companies Ordinance (Cap.622)), only one company from this group of companies will be shortlisted. In the event of PQ submissions received from a consultant and other member(s) of this group of companies, the Authority will follow up with them to seek the confirmation of which one of them to apply for prequalification for the above services. If the consultants fail to respond or otherwise, or fail to decide which company to be chosen for the PQ application, the consultant whose company name ranks first in alphabetical order and complies with the above-mentioned shortlisting criteria will be shortlisted.

Declaration:

The Consultant understands that the Authority is under no obligation to shortlist any Consultant which has applied for the pre-qualification for the Services. The Consultant also acknowledges that the Authority reserves the right to cancel this pre-qualification exercise and/or the tender exercise at any time without prior notification and without giving any reasons at the Authority's absolute discretion. In submitting this reply form, the Consultant acknowledges and agrees with all the terms contained in the invitation.

The Consultant hereby confirms that all the above-mentioned information included in Part A - General Information of the Consultant, Part C - Supporting Documents and Part D - Job References of this reply form and attachments is true, correct and accurate.

Signed for and on behalf of the Consultant

Signature with Signature Stamp / Company Chop

Date

Full Name and Title of Authorized Signatory

Full Name of the Consultant: _____

Project Brief
Interior Design Consultancy Services
for Project KC-015 at Kai Tak Road/ Sa Po Road, Kowloon City

1. Project Background

- 1.1 Project KC-015 (“Project”) is located in Kowloon City. The site covers an area of about 5,307m², bounded by Kai Tak Road, Prince Road East, Sa Po Road and Carpenter Road. The maximum permissible total Gross Floor Area (GFA) for the Project is about 47,763 m², approximately 975 small to medium sized residential units with the adoption of Modular Integrated Construction (“MiC”) method will be provided. The development also includes a podium for non-domestic uses.
- 1.2 Indicative milestone dates concerning the interior design are as follow:
- | | |
|---|-----------------------------|
| - Commencement of interior design consultancy service: | June 2026 |
| - Completion of schematic design for residential towers: | September 2026 |
| - Carrying out of visual mock-up works: | December 2026 to March 2027 |
| - Completion of main contract / fitting-out tender documentation: | April 2027 |
| - Completion of the development: | Q3 2031 |
- 1.3 The tender assessment method for the procurement of interior design consultancy services will be based on technical and fee approach (tentatively). The Tenderers shall submit their fee proposals and technical proposals which include design proposals outlining their proposed concept, design statement, mood board and drawings for the Authority’s assessment. Design brief will be provided in tender document.

2. Scope of the Services

- 2.1 The general scope of the Services to be carried out by the successful tenderer includes the following:
- Providing full interior design consultancy services, including advice on interior fitting-out matters, interior design for the residential flats, typical lift lobbies, tower lobbies, shuttle lift lobbies for domestic and non-domestic use, lift cars, clubhouse, other front-of-house area and retail area of the non-domestic podium;
 - Providing associated lighting design and way-finding design in associated with the scope;
 - Preparing necessary drawings and specification for the procurement of the fit-out contractor(s);
 - Advising on the procurement strategy including but not limited to scope of works for the fitting-out works contract(s), programme and etc.;
 - Carrying out assessment(s) of fitting-out tender(s), conducting site visits arranged by the Authority (if any) and tender interviews (if any), prepare tender reports and provide recommendation for the Authority’s consideration in relation to fitting-out works;
 - Supervising the execution of fitting-out works of MiC units in location(s) of MiC prefabrication sites/ factories in Mainland China and fitting-out works on-site in Hong Kong; and
 - Providing information and coordinating with the BIM coordination under the scope of services of the project architect.

3. Shortlisting Criteria

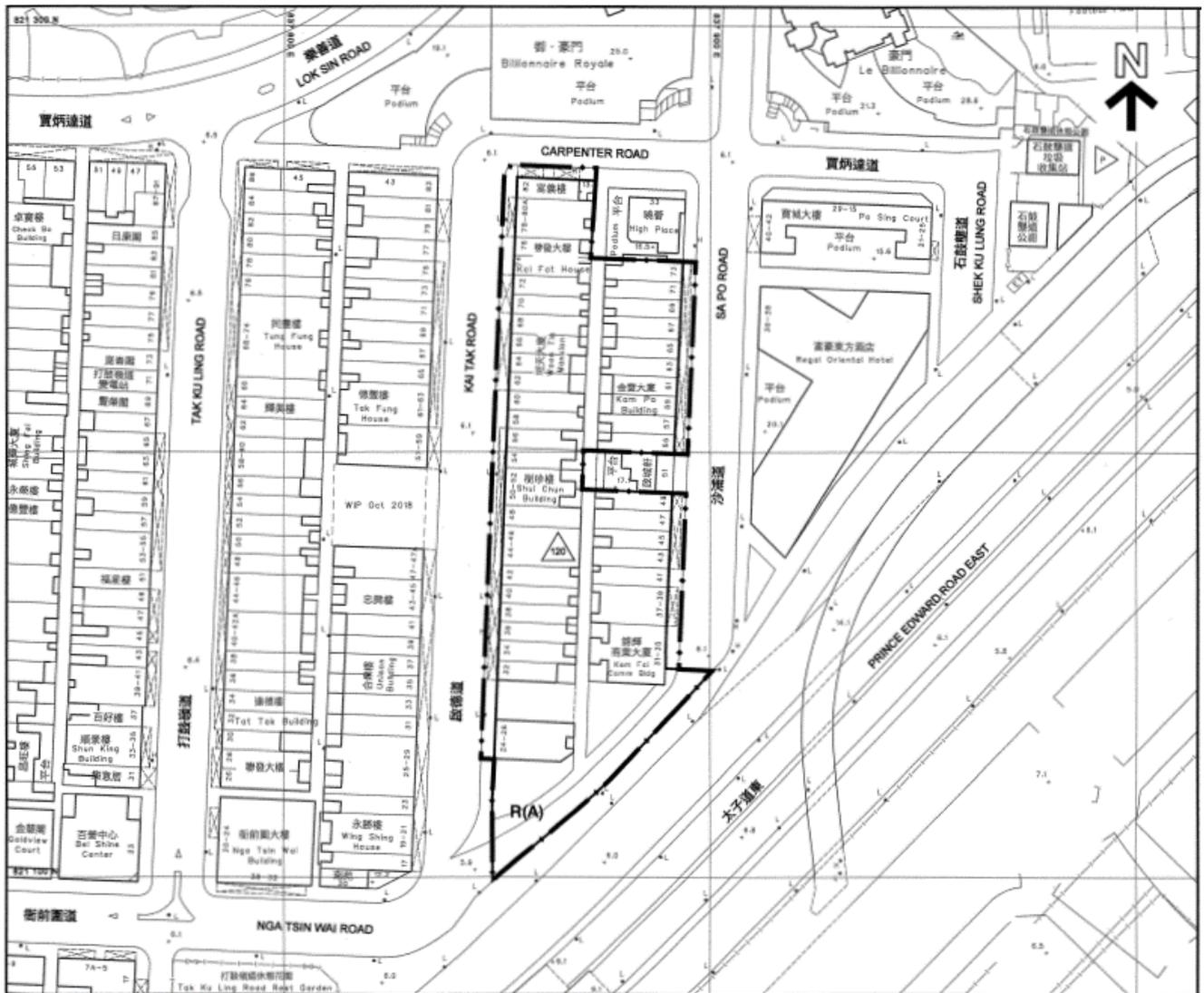
- 3.1 The consultant shall have at least one (1) job reference of providing interior design consultancy services, including interior scheme design and project execution, for new residential development (excluding public rental housing and subsidized sales flat provided by Hong Kong Housing Authority and Hong Kong Housing Society) in the private sector in Hong Kong currently in progress or completed (i.e. obtained an Occupation Permit under the Buildings Ordinance) in the past five (5) years preceding the closing date of the pre-qualification exercise and satisfying the following criteria:
- (1) With a total number of residential flat not less than 150; and
 - (2) Obtained provision / final BEAM Plus certification in gold or platinum rating.
- 3.2 The consultant shall have at least one (1) job reference of providing interior design consultancy services, including interior scheme design and project execution, for residential clubhouse of new residential development in the private sector (excluding public rental housing and subsidized sales flat provided by Hong Kong Housing Authority and Hong Kong Housing Society) or private club in Hong Kong currently in progress or completed (i.e. obtained an Occupation Permit under the Buildings Ordinance) in the past five (5) years preceding the closing date of the pre-qualification exercise with a residential clubhouse or private club indoor area of not less than 500 sq.m..
- 3.3 The Consultant shall be a “company” having the meaning ascribed to them under Section 2 of the Companies Ordinance and have operated for not less than five years preceding the closing date of the pre-qualification exercise as evidenced by a valid business registration certificate.
- 3.4 The Consultant shall have no unsatisfactory performance in the provision of interior design or architectural consultancy services for the URA's projects in the 12 months preceding the closing date of the pre-qualification exercise.

Notes:

The above-mentioned two criteria in 3.1(1), 3.1(2) and 3.2 can be fulfilled by job references from one project or different projects. The consultant shall provide supporting documents (i.e. extract of letter of acceptance and/or consultancy agreement including scope of services, the total number of residential flats, area of residential clubhouse of private club, layout plan of typical floors of the residential development, or residential clubhouse or private club) showing the scope of services covering the full provision of interior design consultancy services, including scheme design and project execution.

Location Plan for

Project KC-015 at Kai Tak Road/ Sa Po Road, Kowloon City



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for Interior Design Consultancy Services for Project KC-015**

Form of Consultant's Permission to obtain information from the Bodies

To : Urban Renewal Authority

We, _____ (Name of Consultant), hereby authorize the Urban Renewal Authority ("the Authority") to obtain information from any of the government departments, statutory bodies and public bodies (see Note 1 below), (collectively called "the Bodies"), including the MTR Corporation Limited, the Hong Kong Housing Authority, the Hong Kong Housing Society, etc. in respect of the following :

- a) Our listing status in the Bodies;
- b) Our job performance in the contracts with the Bodies;
- c) Records of regulating actions by the Bodies against us, including suspension from tendering, removal from lists, etc.; and
- d) Records of offences committed by us.

Signed for and on behalf of the Consultant

Signature with Signature Stamp / Company Chop

Date

Full Name and Title of Authorized Signatory

Full Name of the Consultant: _____