**Tender Submission Form**

**Tender**

**For**

**Supply, Delivery & Installation of Servers, UPS and Maintenance and Support Service**

**For**

**Hong Kong Industrial Artificial Intelligence and Robotics Centre Limited**

**(Ref: AI00004)**

To: Chief Technology Officer,

Hong Kong Industrial Artificial Intelligence and Robotics Centre Limited ("FLAIR"),

c/o: Hong Kong Productivity Council,

HKPC Building,

78 Tat Chee Avenue,

Kowloon.

I/We, the undersigned, acknowledge for myself/ourselves and the firm and partners therein/Limited Company hereunder mentioned the Hong Kong Industrial Artificial Intelligence and Robotics Centre Limited’s terms of tender, GENERAL TERMS AND CONDITIONS FOR CONTRACT and do hereby agree to supply all or any portion of the articles and services mentioned in the Schedule, which may be ordered by the FLAIR, at the prices quoted in the said Schedule, for delivery on or before the date mentioned in the said Schedule free of all other charges subject to and in accordance with the terms of tender and the GENERAL TERMS AND CONDITIONS FOR CONTRACT and (if any) the Special Conditions of Contract on the appendix attached hereto.

I/We certify that we have not (a) communicated to a person other than the person calling for these tenders the amount or approximate amount of the proposed tender, except where the disclosure, in confidence, of the approximate amount of the tender was necessary to obtain insurance premium quotations required for the preparation of the tender; (b) entered into any agreement or arrangement with any other person that he shall refrain from tendering or as to the amount of any tender to be submitted; (c) offered or paid or given or agreed to pay or give any sum of money or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other tender or proposed tender for the said work any act or thing of the sort described above.

I/We, the undersigned, for myself/ourselves and the firm and partners therein/Limited Company hereunder mentioned hereby warrant that the sale and/or supply of the Scheduled goods/services or any of them by me/us/the said firm/Limited Company will not infringe any patent in respect thereof registered under the Patents Ordinance (Chapter 514) and that My/Our Business Registration and Workmen's Compensation Policy are currently in force.

This tender is submitted with the authority and on behalf of:- **Company Chop**

|  |  |  |
| --- | --- | --- |
| Company Full Name |  | |
| Business Registration No.  ***(attach BR copy)*** | |  | | |
| Registered Address | |  | | |
| Contact Telephone No. | |  | Fax No. |  |
| E-mail Address | |  | | |
| Signature of Tenderer | |  | | |
| Name of Tenderer  (in Block Letter) | |  | | |

Name of Partner(s) and Residential Address(es)\*

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\*Applicable to unincorporated company only.

**IMPORTANT!!! NO PRICE OR COST** should be included in the Technical Proposal.

1. **Information to be Provided by the Supplier**
   1. Export Control Declaration

Supplier shall complete the following information related to the Servers

|  |  |
| --- | --- |
| Item | COUNTRY OF ORIGIN |
| 1. (refer to Section 2.1 of Part II – Technical Specification) |  |
| 2. (refer to Section 2.2 of Part II – Technical Specification) |  |
| 3. (refer to Section 2.4 of Part II – Technical Specification) |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Question | Item 1 | Item 2 | Item 3 |
| 1 | Please provide Export Control Classification Number (ECCN) | ECCN:  (Please go to Q2)  N/A: | ECCN:  (Please go to Q2)  N/A: | ECCN:  (Please go to Q2)  N/A: |
| 2 | Is the Item require Export License for Hong Kong? | Yes:  No : | Yes:  No : | Yes:  No : |

* 1. Mandatory Requirements

The Supplier is mandatory to complete the following table which requires full compliance so as to be considered further in the tender evaluation process.

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Description/ Requirement** | **Fully Comply**  **(Yes/ No)** | **Remarks, if any** |
| 1. | Compliance to General Specifications – The Supplier shall ensure **full compliance** to all the terms, requirements and specifications exclude section 3 as set out in “Part I – **General Specification**”. |  |  |
| 2. | Compliance to all requirements as set out in “section 2 of Part II – Technical Specification”. |  |  |
| 3. | Supplier should provide the product information as follows:  **Lightweight GPU Server**  Brand: \_\_\_\_\_\_\_\_  Model: \_\_\_\_\_\_\_\_  Warranty: \_\_\_\_\_\_\_\_  Leadtime: \_\_\_\_\_\_\_\_  **High-end GPU server**  Brand: \_\_\_\_\_\_\_\_  Model: \_\_\_\_\_\_\_\_  Warranty: \_\_\_\_\_\_\_\_  Leadtime: \_\_\_\_\_\_\_\_  **Server Rack**  Brand: \_\_\_\_\_\_\_\_  Model: \_\_\_\_\_\_\_\_  Warranty: \_\_\_\_\_\_\_\_  Leadtime: \_\_\_\_\_\_\_\_  **UPS system**  Brand: \_\_\_\_\_\_\_\_  Model: \_\_\_\_\_\_\_\_  Warranty: \_\_\_\_\_\_\_\_  Leadtime: \_\_\_\_\_\_\_\_ |  |  |
| 4. | Incoterms: DDP - HK  Including delivery to FLAIR Lab (Address: Rm03, RCC lab, 1/F, Building 19W, Hong Kong Science Park, Shatin, NT, Hong Kong) |  |  |

* 1. Terms and Conditions Compliance

The Supplier should state its compliance on the Terms and Conditions in the following table.

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Description/ Requirement** | **Fully Comply**  **(Yes/ No)** | **Remarks, if any** |
| 1. | Compliance to all the terms, as set out in Annex 3 – General Terms and Conditions for Contract |  |  |

1. **Tender Evaluation**
   1. Tender responses will be evaluated by two processes: i) Technical Evaluation, and ii) Price Evaluation. Technical Evaluation will be carried out first to ensure that the solutions proposed meet all mandatory requirements specified in this invitation to tender. Price Evaluation will be conducted for tenderers who have passed the technical evaluation.
   2. In principle, tender meeting requirements set by FLAIR in “Part II – Technical Specification” and offering the lowest price in “Part III – Fee Specification” will be considered as successful. However, FLAIR reserves the right to accept the whole or part of the tender and is not bound to accept the lowest or any tender.
   3. Tentative schedule

### It is a tentative schedule of the tender process. However, FLAIR reserves the right to change the schedule to suit its operation need.

| Items | Tentative Schedule |
| --- | --- |
| Tender Q&A Submission by Supplier | 19 Jul 2024 |
| Posting of Q&A Reply from FLAIR | 25 Jul 2024 |
| Tender Closing Date | 30 Jul 2024 |
| Tender Evaluation | Early Aug 2024 |
| Tender Award / Issue Purchase Order | Mid Aug 2024 |
| Delivery schedule | 2.5 months upon Purchase Order released (MUST complete the setup by early of Nov 2024) |

1. **All documents / materials submitted to FLAIR will not returned.**