



10 October 2017

Dear Sir / Madam,

Tender Reference No. (225) in P/AE/PUR/TDTC
Invitation for Tender Submission of
Supply of Copy Paper for
the Construction Industry Council

Construction Industry Council (hereinafter referred to as "CIC") cordially invites your company to submit a tender for the **Supply of Copy Paper** for the CIC's offices, training centres, service centres and training grounds. Please refer to Attachments 1 to 9 for further details.

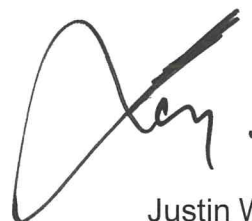
Tenders must be **submitted in duplicate** and in sealed envelopes with the label provided by the CIC affixed. Submissions must be returned to the designated "Tender Box, Construction Industry Council, 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon, Hong Kong" **by 12:00 noon, 23 October 2017**. The CIC will not consider any late tender submissions, including those which have been posted prior to the tender submission deadline but only received after the tender submission deadline, and those that have been submitted at a wrong location.

In the event of typhoon signal No. 8 or above or black rainstorm warning is hoisted on the tender closing date, the tender deadline will be postponed to 12:00 noon of the next working day.

If your company does not wish to submit any tender, please kindly return this letter and all attachments hereto to the CIC with the attention to the "Procurement Department".

Please direct your enquiries regarding this tender to the CIC in writing and contact Ms Aries Li of the CIC's Procurement Department (Phone Number: 2100 9426 or E-mail: ariesli@cic.hk). In order to ensure fairness and transparency of the tendering process, all responses made by the CIC will be dispatched to other tenderers.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Justin Wong', with a large, stylized loop at the beginning.

Justin WONG
Manager - Projects & Contracts Administration



(Attachment 1)

Tender Reference No. (225) in P/AE/PUR/TDTC
Invitation for Tender Submission of
Supply of Copy Paper for
the Construction Industry Council

Guidance Notes for Tenderers

Construction Industry Council (hereinafter referred to as "CIC") cordially invites your company to provide quotations for the items listed in the Schedule of Rates to this tender. Tender must be **submitted in duplicate**. The CIC may not consider any tenders that does not contain quotations for all the items listed in the Schedule of Rates.

The tender submission deadline is **12:00 noon, 23 October 2017** (the tender closing date).

The tender submission made by your company shall be in accordance with the information and terms contained in Attachments 1 to 9. The product/service quantities provided in the tender is the best estimation from the CIC based on historical procurement volumes. The provisional quantities are intended for reference only. Actual consumptions may vary and there shall be no limitations on the quantities ordered.

The validity period is 120 days commencing from the tender closing date.

Please direct your enquiries regarding this tender to the CIC in writing. In order to ensure fairness and transparency regarding this tendering process, all responses made by the CIC will be dispatched to other tenderers.

Tenderer's Declaration

I/We hereby warrant that the supply of goods or engagement of services will not infringe any patent registered under the Patents Ordinance (Chapter 514) and that My/Our Business Registration and Employee's Compensation Insurance Policy are valid in the course of the supply of goods or during the contract period of the services engagement.

Company
Name : _____

Company
Chop : _____

Valid
Signatory : _____
(Name of
Signatory: _____)

Date : _____

Schedule of Rates

Our Ref. : (225) in P/AE/PUR/TDTC

[Tender in respect of the Supply of Copy Paper for the Construction Industry Council]

Service Period : From 1 February 2018 to 31 January 2021 (36-month contract)

Item	Description of Goods / Services	Provisional Quantity within the Service Period (a)	Unit	Unit Price including Delivery Charges (HK\$) (b)	Total Amount including Delivery Charges (HK\$) (c) = (a)*(b)
1	100% Recycled Copy Paper, A4, 80gsm 再造影印紙, A4, 80gsm 包裝：500 張/ream 牌子：Excelpro 產地：Indonesia	27,665	Ream		
2	100% Recycled Copy Paper, A3, 80gsm 再造影印紙, A3, 80gsm 包裝：500 張/ream 牌子：Excelpro 產地：Indonesia	716	Ream		
3	Coloured Copy Paper, A4, 80gsm (Green) 顏色影印紙, A4, 80gsm (綠色) 包裝：500 張/ream 牌子：Sinar Spectra 產地：Indonesia	106	Ream		
4	Coloured Copy Paper, A4, 80gsm (Pink) 顏色影印紙, A4, 80gsm (粉紅色) 包裝：500 張/ream 牌子：Sinar Spectra 產地：Indonesia	62	Ream		
5	Coloured Copy Paper, A4, 80gsm (Yellow) 顏色影印紙, A4, 80gsm (黃色) 包裝：500 張/ream 牌子：Sinar Spectra 產地：Indonesia	247	Ream		
6	Coloured Copy Paper, A4, 80gsm (Sky Blue) 顏色影印紙, A4, 80gsm (天藍色) 包裝：500 張/ream 牌子：Sinar Spectra 產地：Indonesia	55	Ream		

Item	Description of Goods / Services	Provisional Quantity within the Service Period (a)	Unit	Unit Price including Delivery Charges (HK\$) (b)	Total Amount including Delivery Charges (HK\$) (c) = (a)*(b)
7	Coloured Copy Paper, A4, 80gsm (Beige) 顏色影印紙, A4, 80gsm (米色) 包裝：500 張/ream 牌子：Sinar Spectra 產地：Indonesia	74	Ream		
8	Coloured Copy Paper, A4, 80gsm (Ocean) 顏色影印紙, A4, 80gsm (海藍色) 包裝：500 張/ream 牌子：Sinar Spectra 產地：Indonesia	53	Ream		
9	Coloured Copy Paper, A4, 80gsm (Lagoon) 顏色影印紙, A4, 80gsm (淺綠色) 包裝：500 張/ream 牌子：Sinar Spectra 產地：Indonesia	5	Ream		
10	Coloured Copy Paper, A4, 80gsm (Peach) 顏色影印紙, A4, 80gsm (桃紅色) 包裝：500 張/ream 牌子：Sinar Spectra 產地：Indonesia	11	Ream		
11	Coloured Copy Paper, A4, 80gsm (Lavender) 顏色影印紙, A4, 80gsm (紫色) 包裝：500 張/ream 牌子：Sinar Spectra 產地：Indonesia	5	Ream		
12	Coloured Copy Paper, A4, 80gsm (Gold) 顏色影印紙, A4, 80gsm (金黃色) 包裝：500 張/ream 牌子：Sinar Spectra 產地：Indonesia	5	Ream		
13	Coloured Copy Paper, A4, 80gsm (Ivory) 顏色影印紙, A4, 80gsm (象牙米色) 包裝：500 張/ream 牌子：Sinar Spectra 產地：Indonesia	6	Ream		

Item	Description of Goods / Services	Provisional Quantity within the Service Period (a)	Unit	Unit Price including Delivery Charges (HK\$) (b)	Total Amount including Delivery Charges (HK\$) (c) = (a)*(b)
14	Coloured Copy Paper, A4, 80gsm (Canary) 顏色影印紙, A4, 80gsm (淺黃色) 包裝 : 500 張/ream 牌子 : Sinar Spectra 產地 : Indonesia	6	Ream		
15	Coloured Copy Paper, A4, 80gsm (Rose) 顏色影印紙, A4, 80gsm (玫瑰紅色) 包裝 : 500 張/ream 牌子 : Sinar Spectra 產地 : Indonesia	6	Ream		
Total Amount (HK\$)					

Please specify:

The product/service quantities listed above represent the best estimation from the CIC based on the historical procurement volumes. The provision quantities are intended for reference only. Actual consumptions may vary and there are no limitations and commitment on the quantities ordered. The unit prices as submitted above by the contractor/supplier may not be altered, nor will the CIC give any additional compensation in view of quantity deviations. The contractor/supplier is required to make its delivery in batches in accordance with the Delivery Order based on the CIC's needs. Please put a ☒ in the "Not applicable" box below where the contractor/supplier does not have any minimum order amount requirements in respect of each order. Otherwise, please put a ☒ in the "Minimum Order Amount" box below and fill in such minimum order amount and the additional delivery charges.

Minimum Order Amount required for each order: (Please put a ☒ in the appropriate box)

☐ Not applicable

☐ Minimum Order Amount: HK\$_____, and in the event that such minimum order amount is not met, additional delivery charges in the amount of HK\$_____ are payable for each delivery.

Company
Name : _____

Company
Chop : _____

Valid
Signatory: _____

Date: _____

Supply of Copy Paper for the Construction Industry Council (“CIC”)

1. Objective

- 1.1 The CIC is seeking a Contractor to supply and delivery of Copy Paper (the “Goods”) for the CIC premises in Hong Kong (the “Services”).

2. Contract Period

- 2.1 1st February 2018 to 31st January 2021 (both dates inclusive), 36-month duration

3. Service Hours

- 3.1 Monday to Friday from 08:30 to 17:30

4. Service Frequency

- 4.1 On job basis upon request basis

5. Delivery Locations

- 5.1 The Goods shall be delivered to the premises of the CIC including but not limited to the following locations:

Item	Location	Address
1.	The CIC Headquarters	38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kln
2.	Construction Innovation and Technology Application Centre	G/F, CIC Kowloon Bay Training Centre, 44 Tai Yip Street, Kowloon Bay, Kln
3.	Sheung Wan Service Centre	Rooms 2001-2003, 20/F, Alliance Building, 130-136 Connaught Road Central, HK
4.	Aberdeen Trade Testing and Training Centre	95 Yue Kwong Road, Aberdeen, HK
5.	Kowloon Bay Training Centre	44 Tai Yip Street, Kowloon Bay, Kln
6.	Kwai Chung Training Centre	7-11 Kwai Hop Street, Kwai Chung, N.T.
7.	Sheung Shui Training Centre	1 Fung Nam Road, Sheung Shui, N.T.
8.	Zero Carbon Building	8 Sheung Yuet Road, Kowloon Bay, Kln

Item	Location	Address
9.	Wai Lok Street Training Ground	Wai Lok Street, Kwun Tong, Kln
10.	Sha Tin Training Ground	6 On Hing Lane, Shek Mun, Sha Tin, N.T.
11.	Tai Po Training Ground	Area 33, Dai Wai Street, Tai Po, N.T.
12.	Tsing Yi Service Centre	Shop Nos. 12-13 and 14-15 Tsing Yi Station, MTR
13.	Tin Yuet Road Training Ground	Area 123, Tin Yuet Road, Tin Shun Wai, N.T.
14.	Tuen Mun Training Ground	Lot No. 16, Tuen Yee Street, Tuen Mun, N.T.
15.	Siu Lun Street Training Ground	Area 14, Siu Lun Street, Tuen Mun, N.T.
16.	Wong Lung Hang Training Ground	No. 5-7, Wong Lung Hang Road, Tung Chung, N.T.
17.	Tung Chau Street Training Ground	West Kowloon Corridor, Tung Chau Street, Shum Shui Po, N.T.
18.	Yuen Kong Tsuen Training Ground	Yuen Kong Tsuen, Kam Tin, N.T.
19.	Tat Mei Road Training Ground	Tat Mei Road, Kwai Chung, N.T.
20.	Kai Fuk Road Training Ground	Kai Fuk Road , Kowloon Bay, Kln
21.	Nam Cheong Service Centre	Shop No. 6, Nam Cheong Station, MTR

6. Scope of Services

The Scope of the Services shall include, but not limited to, the following:

- 6.1 The Contractor shall provide the supply and delivery of Copy Paper Services at the CIC premises as described in Section 5 including any newly added premises of the CIC upon receipt of the Delivery Order to be sent by the representatives of the CIC throughout the entire Contract Period.
- 6.2 The CIC has no guarantee on the actual consumption of the Goods during the Contract Period.
- 6.3 The Contractor shall supply and deliver the Goods to the designated locations within 3 working days after confirmation or any days agreed with the CIC of the Delivery Order.

7. Goods Specification and Provisional Quantity

- 7.1 The Goods Specification and *Provisional Quantity as described in the “Invitation to Quotation” as per attached.

8. Terms and Conditions

- 8.1 The *Provisional Quantity is the CIC’s best estimation. Actual requirements will be confirmed on an as-required basis and the CIC has no commitment on the quantity ordered. The unit rate shall remain fixed throughout the Contract Period upon award of Services.
- 8.2 No minimum order quantity for each Delivery Order shall be applied.
- 8.3 The quoted unit rate for the above Services must include the delivery charge for single delivery.
- 8.4 The quoted unit rate shall be applied for 36-month duration upon award of Contract.
- 8.5 The actual delivery date and time is subject to the final confirmation by the CIC.
- 8.6 Payment will be made 100% against invoice after receipt of the Services.
- 8.7 The CIC reserves the right to place order for any or all of the items as stated in this Assignment Brief. The Contractor acknowledges and agrees that the offer for each of the respective item in this Assignment Brief is the same in the Contract Period that any or all of the items are to be ordered.
- 8.8 The CIC reserves the right to cancel the Services for any reason(s) with no cost implications provided an advanced notice in writing prior to the commencement of the scheduled Services.

9. Submission Requirement

- 9.1 The Contractor intending to quote for this Services shall submit the completed quotation form (i.e. the “Invitation to Quotation”) and provide copy paper samples of each quotation item.
- 9.2 The quotation deadline is **23 October 2017**. Any late submission will **NOT** be considered.

Construction Industry Council Tender Terms and Conditions

1. The product/service quantities provided in the tender is the best estimation from Construction Industry Council (CIC) based on the historical procurement volumes. The provision quantities are intended for reference only. Actual consumptions may vary and there are no limitations on the quantities ordered.
2. Tenders must be **submitted in duplicate** and in sealed envelopes with the label provided by the CIC affixed. Any tenderer which does not wish to submit any tender is kindly requested to return this letter and all attachments hereto to the CIC with attention of "Procurement Department".
3. Any tender submission made by tenderers shall be in accordance with the terms and conditions contained in Attachment 6 - General Contractual of Contract and Guidelines for Works and Services (1b) (Three Pages), which are to be complied with by all suppliers/contractors entering into a contract with the CIC or by those persons whose tenders have been accepted.
4. The CIC may decide not to consider any tender in which the tenderer has not provided its quotation for all the items listed in the Schedule of Rates (Attachment 2).
5. Any tender completed and signed by a tenderer, together with the attachments (if any), must be returned to the designated "Tender Box, Construction Industry Council, 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon, Hong Kong" **by 12:00 noon, 23 October 2017**. The CIC will not consider any late tender submissions, including those which have been posted prior to the tender submission deadline but only received after the tender submission deadline, and those that have been submitted at a wrong location. Should there be any additional attachment to be submitted by the tenderer, the tenderer must specify clearly in the Schedule of Rates.
6. The goods/ services shall be delivered to, including but not limited to, the following locations:
 - (a) The CIC Headquarters - Whole of 38 & Units A, B & C of 39/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon, Hong Kong
 - (b) Zero Carbon Building - 8 Sheung Yuet Road, Kowloon Bay, Kowloon
 - (c) Construction Innovation and Technology Application Centre - G/F, CIC Kowloon Bay Training Centre, 44 Tai Yip Street, Kowloon Bay, Kowloon
 - (d) Aberdeen Trade Testing and Training Centre - 95 Yue Kwong Road, Aberdeen, Hong Kong
 - (e) Kowloon Bay Training Centre - 44 Tai Yip Street, Kowloon Bay
 - (f) Kwai Chung Training Centre - 7-11 Kwai Hop Street, Kwai Chung, New Territories
 - (g) Sheung Shui Training Centre - 1 Fung Nam Road, Sheung Shui, New Territories
 - (h) Sheung Wan Service Centre - Rooms 2001-03, 20/F, Alliance Building, 130-136 Connaught Road Central, Sheung Wan, Hong Kong
 - (i) Nam Cheong Service Centre - Shop 6, Nam Cheong MTR Station, Kowloon
 - (j) Tsing Yi Service Centre - Shops 12-13 & 14-15, Tsing Yi MTR Station, New Territories
 - (k) Kai Fuk Road Training Ground, Kowloon Bay - Kai Fuk Road, Kowloon Bay, Kowloon
 - (l) Wai Lok Street Training Ground, Kwun Tong - Wai Lok Street, Kwun Tong, Kowloon
 - (m) Tung Chau Street Training Ground, Sham Shui Po - Tung Chau Street/Nam Cheong Street Intersection, Sham Shui Po, Kowloon (opposite to No. 184 of Tung Chau Street and underneath

West Kowloon Corridor)

- (n) Tat Mei Road Training Ground, Kwai Chung - Tat Mei Road, Kwai Chung, New Territories
 - (o) Siu Lun Street Training Ground, Tuen Mun - Siu Lun Street, Area 14, Tuen Mun, New Territories (opposite to Siu Lun Sports Ground)
 - (p) Yuen Kong Training Ground, Yuen Long - Yuen Kong Tsuen, Kam Sheung Road, Kam Tin, Yuen Long, New Territories
 - (q) Tin Yuet Road Training Ground, Tin Shui Wai - Area 123, Tin Yuet Road, Tin Shui Wai, New Territories
 - (r) Wong Lung Hang Training Ground, Tung Chung - 5-7 Wong Lung Hang Road, Tung Chung, Lantau Island
 - (s) Shatin Training Ground - 6 On Hing Lane, Shek Mun, Shatin, New Territories
 - (t) Tai Po Training Ground - Dai Wah Street, Area 33, Tai Po, New Territories
 - (u) Tuen Mun Training Ground - Lot No. 16, Tuen Yee Street, Tuen Mun, New Territories
 - (v) The CIC's various offices/training centres/training grounds/service centres (except for those on outlying islands)
7. In the event of typhoon signal No. 8 or above or black rainstorm warning is hoisted on the tender closing date, the tender deadline will be postponed to 12:00 noon of the next working day.
8. Any amendments to the rates offered or descriptions given must be signed by the person who signed the quotation with company chop affixed. Failure to comply will render the quotation null and void
9. Unless otherwise stated by the supplier/contractor, quotations shall be valid for 120 days from the closing date specified. If no order is placed within the validity period of your quotation, you may assume that the quotation has not been accepted.
10. Tenderer shall state in the quotation all Unit Rates and the Total Amount. In the event of any discrepancy between the Unit Rates and the Total Amount, the Unit Rates will be used. No adjustment will be made for fluctuations in labour and material prices and exchange rates of currencies.
11. In Attachment 2 (i.e. Schedule of Rates), unit prices must be stated for all items in accordance with the brands/models/manufacturers/places of origin etc. specified by the CIC, except for those items marked with an ‘*’ which indicates that the CIC may consider accepting products/services of equivalent standards and specifications. However, for such items, tenderers are required to clearly specify the information/brands/places of origin relating to such equivalent standards and specifications in the table.
12. No tenderer shall be allowed to alter the terms and conditions or content of its tender. Additional descriptions may be included by tenderers in their tenders through the use of supplementary pages, but such additional descriptions may lead to non-acceptance of their tenders.
13. Should you have any enquiries regarding this tender, please direct such queries to the CIC in writing. In order to ensure fairness and justice regarding this tendering process, all responses made by the CIC will also be despatched to other tenderers. Where any error has been made in the tender document, relevant notification can be made through the aforementioned means such that the CIC can rectify the same in writing. The CIC shall not in any way be liable in respect of any erroneous tender submission arising from the tenderer's failure to request rectification.

14. The CIC is not bound to accept the lowest or any quotation and reserves the right to accept all or any part of any tender submission. No tenderer shall lodge any objection thereto, nor will the CIC account for its selection or rejection of any tender.
15. Tenderers should ensure that all prices quoted are accurate before submitting their quotations. Under no circumstances will the CIC accept any request for price adjustment on grounds that a mistake has been made in the quotation prices.
16. Payment: after receipt of goods and services or completion of works in accordance with the agreed terms and conditions and to the satisfaction of CIC, the CIC will settle the purchase amount within 30 days after receiving and verifying the original invoice. Any tax or levy arising from this tender shall be borne by the tenderers.
17. The CIC prohibits any staff member from soliciting or accepting an advantage. Without prior approval of the CIC, it is an offense under the Prevention of Bribery Ordinance (Cap. 201) to offer or give any gift, loan, fee, reward, commission, office employment or contract, other services of favour, discount to any staff of the CIC whether in Hong Kong or elsewhere. The CIC will terminate the contract without prior notice and hold the supplier/contractor liable for any loss or damage so caused to the CIC.
18. Tenderers are required to warrant the validity of their business registration and employees' compensation insurance policies during the service period.
19. The CIC shall have the right, in its absolute discretion, to disclose to any person and for any purpose, any information submitted to the CIC as part of the quotation or otherwise in connection with the awarded purchase order, without further notification to the successful tenderer(s). In submitting your quotation, you irrevocably consent to such disclosure.
20. Upon acceptance of a tenderer's tender, the CIC will despatch a Delivery Order (DO) to the successful tenderer in performing the procurement of relevant materials / services. Please refer to Attachment 7 for a sample of the Delivery Order and Attachment 8 for the Flowchart for Term Contract.
21. Except as otherwise specified, relevant materials/ services must be delivered to the designated location within one week from the receipt of Delivery Order from the CIC.
22. In carrying out the business relating to this contract, any contractor shall prohibit those of its employees, agents and subcontractors who are involved in this contract from offering, soliciting or accepting any advantage as defined under the Prevention of Bribery Ordinance (Cap. 201).
23. Upon the tender submission acceptance by the CIC, the Unit Price from the Schedule of Rates, Tender Terms and Conditions, General Conditions of Contract and Guidelines for Works and Services, Delivery Orders and the Flowchart for Term Contract shall become a part of the contract.
24. Tenderers are required to comply with the following anti-collusion clauses:
 - (1) (a) Subject to compliance with sub-clause (2) of this clause, no tenderer may communicate the amount of the tender price or any part thereof to anyone outside CIC until the outcome of the tender shall have been notified to such tenderer by CIC.

- (b) Further to paragraph (a) of this sub-clause, no tenderer may carry out price fixing in respect of the amount of the tender price or any part thereof through an arrangement with any other person, make any arrangement with any person as to whether such tenderer or that other person would submit a tender, or otherwise become involved in collusion with any person and by any means during the tender process.
 - (c) A tenderer will render its tender void by violating or not complying with this sub-clause, provided that such tenderer shall remain liable for such defaults and acts.
- (2) Sub-clause (1)(a) of this clause shall not apply to any communication performed in strict confidence by a tenderer with:
 - (a) its insurers or brokers, for the purposes of obtaining an insurance quotation for the computation of the tender price; or
 - (b) its consultants or subcontractors, for the purposes of seeking their assistance in preparing its tender; or
 - (c) its banks, in relation to the financial resources for the contract.
- (3) Tenderers are required to submit their tender together with d Standard Letter for complying with Anti-Collusion Clause (Attachment 4). The signatory of the said letter must be a person who has been authorized to sign the CIC contract on behalf of the tenderer concerned.

This letter must be submitted together with the tender submission. If not, the tender submission will not be considered.

- (4) Tenderers are required to indemnify CIC and keep CIC indemnified from and against all losses, damages, fees or expenses arising from or in connection with any of their defaults or acts under sub-clause (1) of this clause, including but not limited to additional fees arising from price increases, re-tendering fees and expenses as well as fees incurred otherwise.

25. Please cut off the following label and affix on the envelope for the tender submission.

✂-----✂-----✂-----✂-----✂-----✂-----

“Confidential”	To: [Designated Tender Box], Construction Industry Council, 38/F, COS Centre, 56 Tsun Yip Street Kwun Tong, Kowloon Hong Kong
AL	Our Ref.: (225) in P/AE/PUR/TDTC “Tender – Supply of Copy Paper for the Construction Industry Council”
	Name of Company:_____
	Tender Submission Deadline: 12:00 noon, 23 Oct 2017

Standard Letter for Complying with Anti-Collusion Clause

To: Construction Industry Council (CIC)

Date:

Dear Sir/Madam,

Tender Ref: _____ (225) in P/AE/PUR/TDTC

Tender Title: _____ Supply of Copy Paper for the Construction Industry Council

*[I/We], [(_____)] of
name of the tenderer

(_____)¹,
address of the tenderer

refer to *[my/our] tender for the above Contract.

*[I/We] confirm that, before *[I/We] sign this letter, *[I/We] have read and fully understand this letter and the anti-collusion clause in Tender Terms and Conditions Clause 24.

*[I/We] represent and warrant that in relation to the tender for the above Contract:

- (i) *[I/We], other than the Expected Communications referred to in the last paragraph of this letter, have not communicated and will not communicate to any person other than the CIC the amount of the tender price or any part thereof until *[I/We] have been notified by the CIC of the outcome of the tender exercise;
- (ii) *[I/We] have not fixed and will not fix the amount of the tender price or any part thereof by arrangement with any person;
- (iii) *[I/We] have not made and will not make any arrangement with any person as to whether *[I/We] or that other person will or will not submit a tender; and
- (iv) *[I/We] have not otherwise colluded and will not otherwise collude with any person in any manner whatsoever in the tendering process.

*[I/We] shall indemnify and keep indemnified the CIC against all losses, damages, costs or expenses arising out of or in relation to any breach of any of the representations and/or warranties above, including but not limited to damages for delay, costs and expenses of re-tendering and other costs incurred.

In this letter, the expression “Expected Communications” means *[my/our] communications in strict confidence with:

- (i) *[my/our] own insurers or brokers to obtain an insurance quotation for computation of tender price;
- (ii) *[my/our] consultants or sub-contractors to solicit their assistance in preparation of tender submission; and
- (iii) *[my/our] bankers in relation to financial resources for the Contract.

Signed for and on behalf of [_____]

name of the tenderer

by [_____]²:

name and position of the signatory

Name of Witness: _____

Signature of Witness: _____

Occupation: _____

Note:

* Delete as appropriate

1. Where the tenderer comprises two or more persons or companies acting in partnership, joint venture or otherwise, this part in square brackets should be expanded to include the respective names and addresses of such persons or as the case may be companies.
2. Where the tenderer comprises two or more persons or companies acting in partnership, joint venture or otherwise, all such persons or as the case may be companies must sign. The signatory for each of such persons or companies shall be a person authorised to sign CIC contracts on behalf of that person or as the case may be company.



General Conditions of Contract and Guidelines for Works or Services

A. General Conditions of Contract

1. "Contractor" means the person who enters into the contract with the Construction Industry Council or the person or service provider whose quotation has been accepted.
2. "Contract" means the contract, purchase order or letter of acceptance herein including the contents of the Schedule and these general conditions.
3. The Works / Services and Variation
 - (a) The works to be undertaken or services to be performed under this Contract shall be as laid down in the Quotation and Special conditions (if any) and shall be carried out to the satisfaction of Construction Industry Council.
 - (b) The Contractor shall not extend the works / services beyond the requirements specified in the Schedule except as directed in writing by Construction Industry Council; but Construction Industry Council may, at any time during the Contract period by notice in writing direct the Contractor to alter, amend, omit, add to, or otherwise vary any of the Works / Services and/or the Contract period, and the Contractor shall carry out such variations, and be bound by the same conditions, so far as are applicable, as though the said variations were stated in the Schedule.
 - (c) Where a variation has been made to this Contract the amount to be added to or deducted from the Contract price in accordance with that variation shall be determined in accordance with the discounted rates specified in the Schedule so far as the same may be applicable and where rates are not contained in the said Schedule, or are not applicable, such amount shall be such sum as is reasonable in the circumstances. In any circumstances, such amount should be subject to the approval of Construction Industry Council.
4. Assignment
The Contractor shall not, without the written consent of Construction Industry Council, assign or otherwise transfer any part of this Contract, and the performance of this Contract by the Contractor shall be deemed to be personal to him.
5. Quality of Works / Services
The works / services shall be as specified in the Schedule and shall fulfill all the conditions and terms of any drawings and specifications (if any) supplied to the Contractor.
6. Compliance with the laws of Hong Kong Special Administrative Region and Valid Licences
The Contractor has to comply with all laws of Hong Kong Special Administrative Region. The Contractor shall not employ illegal workers or any person who are forbidden by the laws of Hong Kong Special Administrative Region or not entitled for whatever reasons to undertake any employment in Hong Kong Special Administrative Region in the execution of this Contract. The Contractor should hold valid licences when performing relevant work if required by law. If there is any breach of this clause, Construction Industry Council may terminate this Contract and the Contractor is not entitled to claim any compensation. The Contractor shall be liable for all financial loss or expenses necessarily incurred by Construction Industry Council as a result of the termination of this Contract.
7. Inspection, Rejection and Acceptance
 - (a) The Works undertaken or Services performed shall be subject to inspection by Construction Industry Council who may at its own discretion terminate this Contract or withhold payment unless the works / services have been performed in accordance with the terms and conditions of this Contract and to the satisfaction of Construction Industry Council. Upon breach of any essential terms and conditions of this Contract by the Contractor, including but not limited to failure to comply with the performance requirements in accordance with the Schedule, Construction Industry Council shall have the right to reject unsatisfactory performance of the Works / Services and suspend payment until the defects have been rectified by the Contractor to the satisfaction of Construction Industry Council. Construction Industry Council reserves the right to claim against the Contractor for all related financial loss or expenses necessarily incurred by Construction Industry Council.
 - (b) Being notified in writing of the rejection of any works / services, the Contractor shall take immediate and necessary action to rectify such rejected Works / Services within reasonable time as agreed by Construction Industry Council.
 - (c) If the Contractor shall fail to rectify such rejected works / services in accordance with item (b) above, Construction Industry Council may, without prejudice to any other rights and remedies available to Construction Industry Council, carry out and complete such works / services by its own resources or by other contractors. All costs and expenses whatsoever which may be incurred by Construction Industry Council thereof shall be recoverable

in full from the Contractor forthwith.

- (d) The works undertaken or services performed in pursuance of this Contract shall not be deemed to have been accepted unless either:-
 - i. Construction Industry Council shall so certify; or
 - ii. The works / services are not rejected as being unsatisfactory within 21 working days after receiving the report of certification upon the execution of the work.

8. Payment for works / services

After the receipt of goods, completion of works and provision of services in accordance with the agreed terms and conditions and to the satisfaction of Construction Industry Council, Construction Industry Council will settle payment within 30 days after receiving and verifying the invoices.

9. Injury to Persons and Property and Indemnity

- (a) The Contractor shall be liable for, and shall indemnify Construction Industry Council against, any expense, liability, loss, claim or proceedings whatsoever arising under any statute or at common law in respect of personal injury to or the death of any person whomsoever arising out of or in the course of or caused by the carrying out of the work under the Contract, save to the extent that the same may be due to any act or neglect of Construction Industry Council or of any person for whom Construction Industry Council is responsible.
- (b) The Contractor shall be liable for, and shall indemnify Construction Industry Council against, any expense, liability, loss, claim or proceedings in respect of any injury or damage whatsoever to any property real or personal in so far as such injury or damage arises out of or in the course of or by reason of the carrying out of the work under the Contract, save to the extent that the same may be due to any act or neglect of Construction Industry Council or of any person for whom Construction Industry Council is responsible.
- (c) The Contractor has to safekeep all the Contractor's property or that of his sub-contractors and employees. The Contractor shall indemnify Construction Industry Council in respect of any loss, damages, injury or death of the Contractor, his sub-contractors and employees in consequence of the malfunction of, loss of or damage to the said property.

10. Insurances and Compensation

- (a) Without prejudice to the Contractor's obligations, liabilities and responsibilities under the Contract and his obligation to insure by law, the Contractor has to warrant to take out and maintain an Employees' Compensation insurance policy ("EC policy") covering against all liabilities arising from any death, accident or injury to any workmen or other persons in the employment of the Contractor and any sub-contractor of any tier and Construction Industry Council shall not be liable for any damages or compensation in respect thereof. Such EC policy shall be maintained during the Contract period and for the whole of the time that such workmen or other persons are employed on the work including the Maintenance Period or Defects Liability Period (if applicable).
- (b) The Contractor shall effect and keep in force during the contract period at his own expense a policy of insurance against all claims, demands or liability aforesaid in this contract with an insurance company and shall continue such insurance during the continuance of the Contract.
- (c) In the event of any of the Contractor's sub-contractors of any tier or employees or agents or the subcontractors' employees suffering any injury or death in the course of or arising out of the Contract and whether there be a claim for compensation or not, the Contractor shall within 7 working days give notice in writing of such injury or death to Construction Industry Council.

11. Bankruptcy or Receivership

Construction Industry Council may at any time by notice in writing summarily terminate the Contract without entitling the Contractor to compensation if the Contractor shall at any time become bankrupt, insolvent, or shall be placed in receivership or go into liquidation or receivership, or if a petition for liquidation, bankruptcy or receivership (whether voluntary or involuntary, save for the purpose of reconstruction or amalgamation) is filed against the Contractor, but without any prejudice to any right or action or remedy which shall have accrued or shall accrue thereafter to Construction Industry Council.

12. Corruption

Construction Industry Council prohibits any member of the staff from soliciting or accepting any advantage. Without the approval of Construction Industry Council, it is an offense under the Prevention of Bribery Ordinance to offer or give any gift, loan, fee, reward, commission, office, employment, Contract, other services of favour, discount to any staff of Construction Industry Council. Construction Industry Council will terminate the Contract without prior notice and hold the Contractor liable for any loss or damage so caused to Construction Industry Council.

13. Personal Data Submitted by Contractor

All personal data submitted by the Contractor will be used by Construction Industry Council for the purpose of this Contract only. Under the provisions of the Personal Data (Privacy) Ordinance, the Contractor has the right to request access to or correction of personal data. Written requests should be addressed to Construction Industry Council. Construction Industry Council may be unable to process and consider incomplete information submitted.

14. Working Hours

Unless it is specifically allowed in other part of the Contract, the work under this Contract shall be undertaken during

normal working hours as specified by Construction Industry Council.

15. Temporary Work Permit

When carrying out the work under the Contract, all workers have to wear the temporary work permit issued by Construction Industry Council. If the temporary work permit is lost, the Contractor or worker has to report to Construction Industry Council and request a re-issue at \$30.

16. Parking

If the Contractor finds it necessary to park their motor vehicles within the premises of Construction Industry Council, application has to be lodged in advance. If the application is approved, the parking permit issued by Construction Industry Council and the contact telephone number of the driver has to be displayed on the motor vehicles.

17. Refuse Removal

All refuse has to be delivered to the refuse collection warehouse specified by Construction Industry Council at the end of each working day or on any dates specified by Construction Industry Council.

18. Rights of Third Parties

Notwithstanding the Contracts (Rights of Third Parties) Ordinance (Chapter 623 of the Laws of Hong Kong), no one other than a party to this Contract will have any right to enforce any of the terms in this Contract.

B. Safety Guidelines

1. General Duties of Contractor and Persons Employed

Pursuant to the Factories and Industrial Undertakings Ordinance (Cap. 59) and Occupational Safety and Health Ordinance (Cap.509), whilst executing the works under the Contract, it shall be the duty of the Contractor to ensure the health and safety at work of all persons employed by him, and it shall be the duty of every person employed to take care for the safety of himself and of other persons who may be affected by his acts or omissions at work.

~~2. Relevant Mandatory Safety Training Certificates (please select one of the following clauses, if applicable)~~

~~All sub-contractors of all tiers and employees employed by the Contractor to work in the CIC premises under the Contract shall:~~

~~1. Hold valid Construction Industry Safety Training Certificates (commonly known as "Green Cards") and any other relevant mandatory certificates required for safe operation of the works.~~

~~2. Hold valid Construction Industry Safety Training Certificates (commonly known as "Green Cards") and Specified Trade Safety Training Certificates (commonly known as "Silver Cards") and any other relevant mandatory certificates required for safe operation of the works.~~

3. Safe Means of Access and Egress

The Contractor must maintain the workplace in a safe condition and ensure that every access to and egress from the workplace is safe. The Contractor shall also ensure that all means of escape from the workplace are kept free from obstruction.

4. Personal Protective Equipment

The Contractor must supervise and ensure all his sub-contractors and employees wear appropriate personal protective equipment, e.g. protective clothing, safety helmet, safety shoes, harness, fall arresting system, eye-protector, ear protector, and mask, etc., as Construction Industry Council may consider necessary or appropriate or as legally required. Any such personal protective equipment must be provided, maintained and replaced as necessary by the Contractor at his own expenses.

5. No Smoking and Fire Prevention Measures

Smoking is not permitted in the workplace. If the works involve the use of naked flame, the Contractor must implement sufficient fire prevention measures.

6. Working at Height

The Contractor shall take adequate steps to prevent any person from falling from a height of 2 metres or more.

C. Consequences of Breach

If the Contractor, his sub-contractors of all tiers or employees do not comply with the relevant laws of Hong Kong Special Administrative Region and the terms and conditions of this Guidelines, or if the performance of works undertaken by the Contractor causes any damages or losses to Construction Industry Council, Construction Industry Council may at its discretion terminate this Contract and the operations of the Contractor until any non-compliance or the unfavourable operation is rectified. The Contractor shall be liable to any loss or damage so caused to Construction Industry Council. Construction Industry Council shall be entitled to recover in full from the Contractor forthwith. The Contractor shall also lose his right from submitting quotations or tenders to Construction Industry Council in the future.

Sample of Company Chop for Delivery Order
for the Construction Industry Council (“CIC”)
建造業議會送貨通知印鑑表

Chairman & Executive

Director Office

建造業議會秘書處



Council Services

議會事務



Training & Development –

Secretariat (T&D-SECT)

培訓及發展 – 秘書處



Research & Development

研究及發展



Corporate Communications (CC)

機構傳訊



Procurement (PD)

採購部



Human Resources

Department (HRD)

人力資源部



Facilities Management and

Administration (FM&A)

物業管理及行政



Finance Department (FIN)

財務部



Registration Services

註冊事務



Information Technology

Department (ITD)

資訊科技部



Construction Innovation and

Technology Application

Centre (CITAC)

創新及科技應用中心



Development & Support

Services (DSS)

發展及支援



Trainees Recruitment &

Career Support

Department (TRCS)

學員招募及就業輔導部



**Sample of Company Chop for Delivery Order
for the Construction Industry Council ("CIC")**

建造業議會送貨通知印鑑表

Kowloon Bay Training

Centre (KBC)

九龍灣訓練中心



Management & Safety

Training Centre (MST)

管理及安全訓練中心



Kwai Chung Training

Centre (KCC)

葵涌訓練中心



Sheung Shui Training

Centre (SSC)

上水訓練中心



Trade Testing Centre

(TTC)

工藝測試中心



ZCB

零碳天地





CONSTRUCTION
INDUSTRY COUNCIL
建造業議會

Delivery Order

送 貨 通 知

Doc No.
單據號: _____

To : ABC Company Limited
致 : _____

Date
日期: _____

Attn.
聯 絡 人 : _____

Contract Period
合約期 (yyyy-mm-dd) : _____

Tel
電 話 : _____

Minimum Order Amount / Quantity
最低訂單金額 / 數量: 金額: _____ 數量: _____

Fax
傳 真 : _____

File No. : (XXX) in P/AE/PUR/TDTC -
檔案編號 : (XXX) in P/AE/PUR/TDTC -

Remark 備註 :

Please supply the under mentioned goods / services at the below address: (請供應下述各項貨品 / 服務到下列送貨地點 :)

Item 項目	Description / Place of Delivery / Item Remark / Location / Frequency 名稱 / 送貨地址 / 項目備註 / 位置 / 頻率	Qty. 數量	UOM 單位	Unit Price 單價	Amount 金額
0-AAPP-003-0002	Refer to Form Header 請參照下方 Item Remark 項目備註 :				
0-AAPP-003-0001	Refer to Form Header 請參照下方 Item Remark 項目備註 :				
Total 合計					



CONSTRUCTION
INDUSTRY COUNCIL
建造業議會

Delivery Order

2 of 2

送貨通知

Doc No.

單據號: _____

Please direct all payments enquiry to Finance Department, 95 Yue Kwong Road, Aberdeen, H.K.Tel.:2100 9302.

所有賬號查詢，請直接與財務部聯絡，香港仔漁光道95號，電話：2100 9302。

Place of Delivery

交貨地點

:

Delivery Date

交貨日期

:

Contact Person / Receiver

聯絡人 / 收貨人

:

姓 名 Name 電 話 Tel.

Requested By

申請

:

Approved By

核准

:

Please sign the Delivery Order and return to us
by Fax No. _____

or Email : _____

within 3 days for confirmation of order.

請於三天內回覆及傳真或確認送貨通知

☐

Accepted 接受

☐

Rejected 不接受

Reason (Please specify) 原因 (請註明):

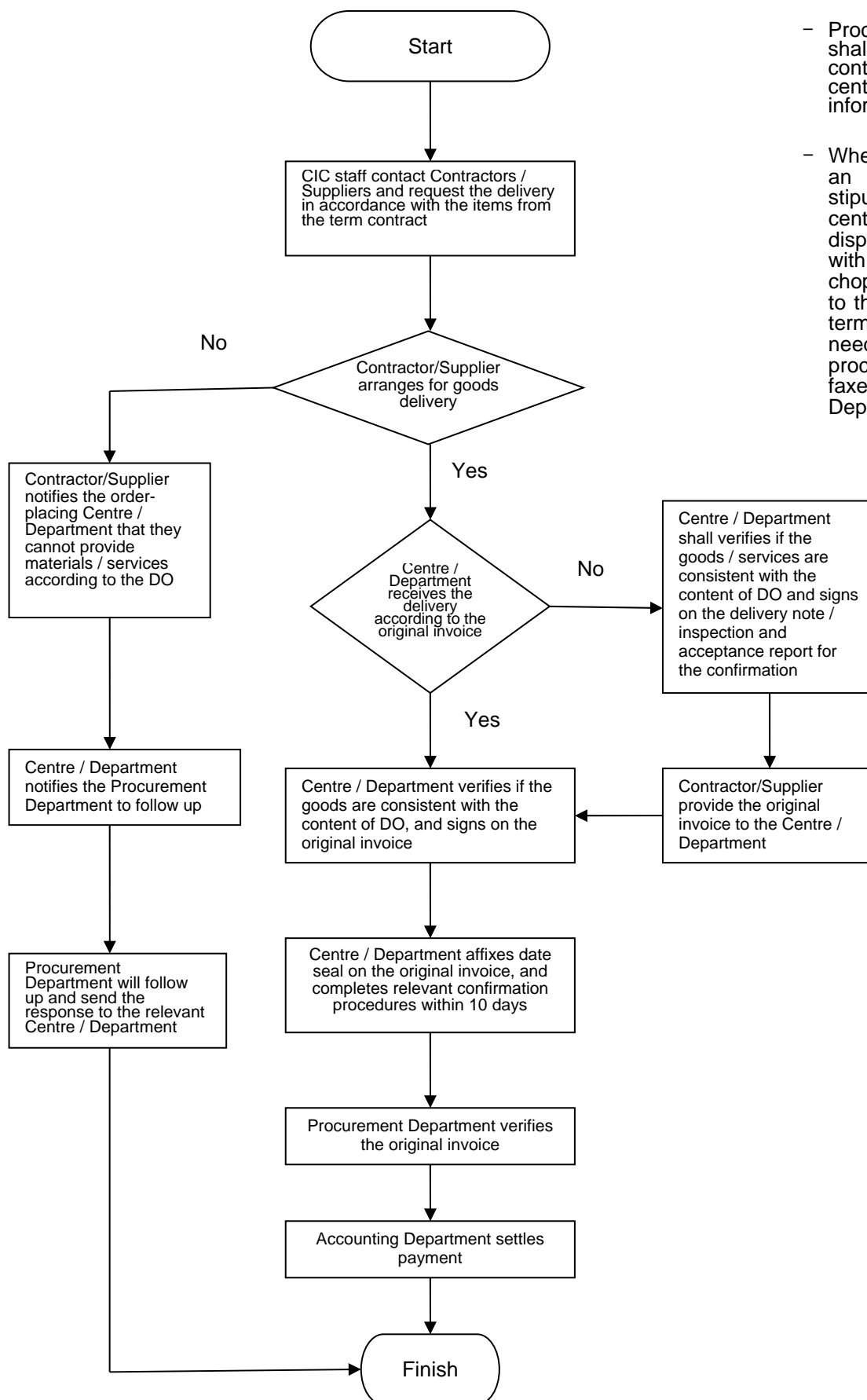
Supplier Signature & Company Chop

供應商簽署及公司印章

Flowchart of Term Contract

Notes

- Procurement Department shall send a copy of term contract to various centres/departments for information.
- Where it is necessary to place an order for the items stipulated in the term contract, centre / department staff will dispatch Delivery Order (DO) with effective order placement chop to the contractor/supplier to the contractual prices of the term contract item is fixed, no need to go through quotation procedures. The DO shall be faxed to the Finance Department for filing purposes.
- Centre / Department must arrange designated staff to inspect and accept the materials/ services, and to verify that the goods / services ordered are consistent with the content of DO.
- Centre / Department needs to complete the accounting form with account code on the original invoice. The Delivery Note/ Inspection Report (if any) shall be forwarded to the Procurement Department.





Application Form for Inclusion in the CIC Vendor List

建造業議會承辦商/供應商登記申請書

This form should be completed in FULL BLOCK LETTERS
and returned to :

請詳細填寫本申請書並交回：

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

香港九龍觀塘駿業街56號
中海日升中心38樓
建造業議會
採購部

Tel. No.: 2100 9000
Fax. No.: 2100 9439
E-mail : vendor@cic.hk

電話號碼：
圖文傳真號碼：
電子郵件：

2100 9000
2100 9439
vendor@cic.hk

Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to the above Department.

如查詢此表格內的資料，包括查閱途徑及修訂資料，請與上述部門聯絡。

PART I - DETAILS OF THE COMPANY 第一部 - 公司資料

(i) Company Name :

(English) 【Company name should correspond with that registered under the Business Registration Ordinance (Cap 310)】

公司名稱：

(中文) 【公司名稱須與商業登記條例(第310章)內所登記的名稱相同】

(ii) Company Address :

(English)

公司地址：

(中文)

(iii) E-mail 電子郵件：

(iv) Website 網址：

(v) Tel. No. 電話號碼：

(vi) Fax. No. 圖文傳真號碼：

In order to reduce paper consumption, all future CIC notifications will be dispatched by means of email, unless specifically requested in writing to the CIC otherwise.

為減少紙張用量，除非另作書面要求，所有議會通訊將以電郵傳遞。

PART II - ORGANISATIONS AND STAFF 第二部 - 公司組織及職員資料

(i) Company Type 公司類別：

- ☐ A body corporate registered under the Companies Ordinance (Cap 32) 根據《公司條例》(第32章)註冊的法人團體
☐ A partnership (unincorporated) 合夥(非屬法團)
☐ A sole proprietorship (unincorporated) 獨資(非屬法團)
☐ Others (Please specify) 其他(請註明) _____

(ii) Members of organisation 公司成員：

English Name 英文姓名

Chinese Name 中文姓名

* Directors / Proprietors / Partners
董事 / 東主 / 合夥人

* Delete where inappropriate 將不適用者刪去

Application Form for Inclusion in the CIC Vendor List

建造業議會承辦商/供應商登記申請書

(iii) Person(s) to contact on matters relating to tenders / contracts :

獲授權回答有關投標 / 合約等問題的負責人資料：

Name(s) 姓名	Official Capacity 職位	Tel. No. 電話號碼	Mobile No. 流動電話號碼
(1) _____	_____	_____	_____
(2) _____	_____	_____	_____
(3) _____	_____	_____	_____

(iv) Please confirm whether your organisation is a registered subcontractor under the CIC's Subcontractor Registration Scheme (SRS).

請貴公司確認是否在分包商註冊制度 (SRS) 下的註冊分包商。

☐ Yes, SRS Number :
是, 分包商註冊制度編號 :

☐ No
不是

PART III - BUSINESS TYPE 第三部 - 業務性質

(i) Services and Goods which your company can provide/supply 貴公司所供應的服務及貨品

Please select your business type and corresponding coverage area (s) 請選擇 貴公司所屬的業務性質及相應的覆蓋範圍

Please tick ☒ as appropriate 請在適當空格加上 ☒

Business Type 業務性質

☐ Type 1 - Supplier

Trade of Services 服務行業

類別一 - 供應商

☐ 1 Construction Materials
(建築材料)

- ☐ 1.1 Accelerator (催乾劑)
- ☐ 1.2 Acrylic Paint (亞加力漆)
- ☐ 1.3 Air-conditioning & Ventilation Accessory (空調及通風配件)
- ☐ 1.4 Adhesive / Sealant (膠漿 / 封邊膠)
- ☐ 1.5 Aggregates (石仔)
- ☐ 1.6 Air-conditioning & Ventilation (空調及通風)
- ☐ 1.7 Aluminium Bar / Hollow (鋁條 / 通)
- ☐ 1.8 Aluminium Foamwork Accessory (鋁模板配件)
- ☐ 1.9 Aluminium Foamwork (鋁模板)
- ☐ 1.10 Aluminium Pipe (鋁管)
- ☐ 1.11 Aluminium Sheet (鋁板)
- ☐ 1.12 Anti-ant Paint (抗蟻油漆)
- ☐ 1.13 Asphalt (瀝青)
- ☐ 1.14 Bamboo & Accessory (竹料及配件)
- ☐ 1.15 Bar-bending & Fixing (鋼筋屈扎)
- ☐ 1.16 Bronze / Copper / Brass Pipe (青銅 / 銅 / 黃銅管)
- ☐ 1.17 Bearing (啤令)
- ☐ 1.18 Belt (坑帶)
- ☐ 1.19 Bitumen Compounds (瀝青混合物)
- ☐ 1.20 Boring Drill Accessory (岩土鑽探配件)
- ☐ 1.21 Bronze / Copper Bar (青銅 / 銅條)
- ☐ 1.22 Bronze / Copper Sheet (青銅 / 銅板)
- ☐ 1.23 Bronze / Copper Wire (青銅 / 銅線)
- ☐ 1.24 Brushing Lacquer (手掃漆)
- ☐ 1.25 Bucket (桶 / 泥斗)
- ☐ 1.26 Cable Accessory & Trunking (電線配件及線槽)
- ☐ 1.27 Cable (電線)
- ☐ 1.28 Canvas Goods (帆布及布帳製品)
- ☐ 1.29 Ceiling (天花)

Application Form for Inclusion in the CIC Vendor List

建造業議會承辦商/供應商登記申請書

- ☐ 1.30 Cement (水泥)
- ☐ 1.31 Cement Paint (雪花英泥)
- ☐ 1.32 Centre Punch (中心沖 / 賓子)
- ☐ 1.33 Clear Lacquer (透明漆)
- ☐ 1.34 Clay Sand (黃花沙)
- ☐ 1.35 Clear Varnish (透明清漆)
- ☐ 1.36 Concrete Blocks (混凝土磚)
- ☐ 1.37 Concrete (混凝土)
- ☐ 1.38 Concrete Pipe (混凝土管道)
- ☐ 1.39 Curtain Wall / External Cladding (幕牆/幕板)
- ☐ 1.40 Drill Bit & Cutter Bit (鑽咀及刀咀)
- ☐ 1.41 Door & Accessory (大門及配件)
- ☐ 1.42 Dry Wall (石膏板)
- ☐ 1.43 Electrode (電焊支)
- ☐ 1.44 Electrical Supplies (電器材料)
- ☐ 1.45 Emulsion Paint / Latex (乳膠漆)
- ☐ 1.46 Epoxy Coating (環氧塗料)
- ☐ 1.47 Epoxy (環氧樹脂漆)
- ☐ 1.48 Fencing / Mesh / Chain (圍欄 / 鐵絲網 / 鎖鏈)
- ☐ 1.49 Fibre Glass Products (玻璃纖維產品)
- ☐ 1.50 Filter (過濾器)
- ☐ 1.51 Fire Retardant Paint (防火漆)
- ☐ 1.52 Floor Board Coating (地台油)
- ☐ 1.53 Gaseous Fuels / Welding (氣體燃料 / 焊接)
- ☐ 1.54 Glazed Ceramic Wall Tiles (牆壁瓷磚)
- ☐ 1.55 Gloss Latex Paint (悅亮漆)
- ☐ 1.56 Gloves (手套)
- ☐ 1.57 Gold (金)
- ☐ 1.58 Granite (麻石)
- ☐ 1.59 Grinding / Polish (研磨 / 拋光)
- ☐ 1.60 Hammertone Paint (鎚紋漆)
- ☐ 1.61 Heat Insulating Materials (隔熱物料)
- ☐ 1.62 Hot-dip Galvanizer (熱浸鍍鋅)
- ☐ 1.63 Hose and Fittings (膠喉及配件)
- ☐ 1.64 Homogeneous Floor Tiles (過底地磚)
- ☐ 1.65 Hydrated Lime (熟石灰)
- ☐ 1.66 Insulation Materials (絕緣體)
- ☐ 1.67 Iron Work (訂製鐵器)
- ☐ 1.68 Jointing (接口)
- ☐ 1.69 Laminated Plywood (夾板)
- ☐ 1.70 Luminous Paint (螢光漆)
- ☐ 1.71 Marble & Accessory (雲石及配件)
- ☐ 1.72 Metal / Plastic Container (金屬 / 塑膠容器)
- ☐ 1.73 Metal Etching (金屬蝕刻)
- ☐ 1.74 Mosaic Tiles (紙皮石)
- ☐ 1.75 Multi-Colour Paint (多彩漆)
- ☐ 1.76 Nail / Staple & Accessory (釘及配件)
- ☐ 1.77 Non-slip Treatment (防滑處理)

Application Form for Inclusion in the CIC Vendor List

建造業議會承辦商 / 供應商登記申請書

- ☐ 1.78 Nylon (尼龍)
- ☐ 1.79 Pipe Fittings (管道配件)
- ☐ 1.80 Pipe (喉管)
- ☐ 1.81 Pigment / Staining (色粉)
- ☐ 1.82 Plastering (抹灰)
- ☐ 1.83 Plastic Sheet / Board (膠片 / 膠板)
- ☐ 1.84 Plastic / Wood Flooring (膠 / 木地板)
- ☐ 1.85 Polyurethane Paint (聚脂漆)
- ☐ 1.86 Polishing / Sharpening (拋光 / 磨石)
- ☐ 1.87 Primer / Sealer (封底漆)
- ☐ 1.88 Rain Gear (雨具)
- ☐ 1.89 Red Bricks (紅磚)
- ☐ 1.90 River Sand (淡水沙)
- ☐ 1.91 Road Marking Paint (馬路劃線漆)
- ☐ 1.92 Sanitary (潔具)
- ☐ 1.93 Sanding Paper / Cloth (砂紙 / 布)
- ☐ 1.94 Saw Blade / Wheel & Accessory (鋸片 / 碟及配件)
- ☐ 1.95 Screw & Accessory (螺絲及配件)
- ☐ 1.96 Scantling & Planking (什木枋板)
- ☐ 1.97 Silk Screen (絲網)
- ☐ 1.98 Stone Like Coating Paint (石頭漆)
- ☐ 1.99 Solvent (溶劑)
- ☐ 1.100 Spraying Paint (噴漆)
- ☐ 1.101 Steel / Iron Bar (鋼 / 鐵條)
- ☐ 1.102 Steel / Iron Gate (鋼 / 鐵門)
- ☐ 1.103 Steel / Iron Pipe (鋼 / 鐵管)
- ☐ 1.104 Steel / Iron Sheet (鋼 / 鐵片)
- ☐ 1.105 Steel / Iron Wire (鋼 / 鐵線)
- ☐ 1.106 Stone (開山大石)
- ☐ 1.107 Stopping (填補料)
- ☐ 1.108 Steel Reinforcement (鋼筋)
- ☐ 1.109 Stainless Steel Bar (不銹鋼條)
- ☐ 1.110 Stainless Steel Pipe (不銹鋼管)
- ☐ 1.111 Stainless Steel Sheet (不銹鋼片)
- ☐ 1.112 Stainless Steel Wire (不銹鋼線)
- ☐ 1.113 Steel Wire Rope / Nylon Webbing Sling (鋼絲繩 / 尼龍帆布帶)
- ☐ 1.114 Surveying Supplies (測量材料)
- ☐ 1.115 Switch (掣)
- ☐ 1.116 Synthetic Paint (合成油漆)
- ☐ 1.117 Textured Latex (砂膠漆)
- ☐ 1.118 Undercoat Pattern (底漆)
- ☐ 1.119 Valve (閥門)
- ☐ 1.120 Washable Distemper (可洗膠灰水)
- ☐ 1.121 Wall Paper (牆紙)
- ☐ 1.122 Water Proofing Material (防水物料)
- ☐ 1.123 Water-boiled Proved Laminated Plywood (防水夾板)
- ☐ 1.124 Weldmesh (馬路網)
- ☐ 1.125 Window & Accessory (窗戶及配件)

Application Form for Inclusion in the CIC Vendor List

建造業議會承辦商/供應商登記申請書

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| | <input type="checkbox"/> 1.126 Wire Rope (鋼纜) |
| | <input type="checkbox"/> 1.127 Wood Stripe (木線) |
| <input type="checkbox"/> 2 Tools (手工具) | <input type="checkbox"/> 2.1 Brush & Accessory (刷及配件) |
| | <input type="checkbox"/> 2.2 Chisel (鑿) |
| | <input type="checkbox"/> 2.3 Crowbar (鐵筆) |
| | <input type="checkbox"/> 2.4 Drawing Instrument (繪圖工具) |
| | <input type="checkbox"/> 2.5 Electric Drill / Hammer Drill & Accessory (電鑽及配件) |
| | <input type="checkbox"/> 2.6 Edge Rule (壓尺) |
| | <input type="checkbox"/> 2.7 File (銼) |
| | <input type="checkbox"/> 2.8 Hammer (鎚仔) |
| | <input type="checkbox"/> 2.9 Masonry Tools (泥水工具) |
| | <input type="checkbox"/> 2.10 Meter / Tester (測試儀錶) |
| | <input type="checkbox"/> 2.11 Portable Electrical Tools & Accessory (手提式電動工具及配件) |
| | <input type="checkbox"/> 2.12 Pipe Bender & Expander (喉管屈曲器及掙大器) |
| | <input type="checkbox"/> 2.13 Pick (泥耙) |
| | <input type="checkbox"/> 2.14 Pipe Cutter (喉管剪鉗) |
| | <input type="checkbox"/> 2.15 Pipe Dies and Head (牙模及扳頭) |
| | <input type="checkbox"/> 2.16 Plane (刨) |
| | <input type="checkbox"/> 2.17 Plier / Pincer / Nipper (鉗子) |
| | <input type="checkbox"/> 2.18 Saw (鋸) |
| | <input type="checkbox"/> 2.19 Screwdriver (螺絲批) |
| | <input type="checkbox"/> 2.20 Spanner / Wrench (扳手) |
| | <input type="checkbox"/> 2.21 Scraper / Shovel / Pottery Tool (刮 / 鏟 / 泥刮) |
| | <input type="checkbox"/> 2.22 Steel Snip/ Cutter (剪鉗) |
| | <input type="checkbox"/> 2.23 Surveying Level (測量平水儀) |
| | <input type="checkbox"/> 2.24 Surveying Scale (測量磅) |
| | <input type="checkbox"/> 2.25 Trowel (抹子 / 批匙) |
| | <input type="checkbox"/> 2.26 Vise (虎鉗 / 夾) |
| | <input type="checkbox"/> 2.27 Welding Tools (焊接工具) |
| <input type="checkbox"/> 3 Industrial Safety & Protective Products (安全及防護產品) | <input type="checkbox"/> 3.1 Anti-Surge Protection (防電保護) |
| | <input type="checkbox"/> 3.2 Confined Space Equipment (密閉空間設備) |
| | <input type="checkbox"/> 3.3 Eye Protection (眼部保護) |
| | <input type="checkbox"/> 3.4 Fall Protection (高空防墮保護) |
| | <input type="checkbox"/> 3.5 First Aid Supplies (急救用品) |
| | <input type="checkbox"/> 3.6 Fire Extinguisher & Equipment (滅火筒及設備) |
| | <input type="checkbox"/> 3.7 Foot Protection (腳部保護) |
| | <input type="checkbox"/> 3.8 Gas & Radiation Detector (氣體及輻射探測器) |
| | <input type="checkbox"/> 3.9 Hand Protection (手部保護) |
| | <input type="checkbox"/> 3.10 Hearing Protection (聽覺保護) |
| | <input type="checkbox"/> 3.11 Head Protection (頭部保護) |
| | <input type="checkbox"/> 3.12 Noise Assessment Tools (噪音評估工具) |
| | <input type="checkbox"/> 3.13 Respiratory Protection (呼吸保護) |
| | <input type="checkbox"/> 3.14 Road Safety Equipment & Reflective Vest (交通安全用品及反光衣) |
| | <input type="checkbox"/> 3.15 Safety Net & Tool Box (安全網及工具箱) |
| | <input type="checkbox"/> 3.16 Safety Sign / Label (安全標貼/告示牌) |
| | <input type="checkbox"/> 3.17 Self-Contained Breathing Apparatus & Air Compressor (自供式呼吸器及空氣壓縮機) |
| | <input type="checkbox"/> 3.18 Welding Protection (燒焊保護) |



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| <input type="checkbox"/> 4 Petroleum & Fuel Products
(石油及燃油產品) | <input type="checkbox"/> 4.1 Anti-Rust Spray (防銹噴霧)
<input type="checkbox"/> 4.2 Brake Fluid (剎掣油)
<input type="checkbox"/> 4.3 Cutting Oil (切割油)
<input type="checkbox"/> 4.4 Hydraulic Oil (液壓油)
<input type="checkbox"/> 4.5 Industrial Diesel Oil (工業柴油)
<input type="checkbox"/> 4.6 Lubricant Oil / Grease Oil (潤滑油/潤滑脂油)
<input type="checkbox"/> 4.7 Transmission Oil (傳動油)
<input type="checkbox"/> 4.8 Ultra Low Sulphur Diesel Oil - Ex-petroleum Filling Stations
(超低含硫柴油 - 油站加油)
<input type="checkbox"/> 4.9 Unleaded Petrol - Ex-petroleum Filling Stations (無鉛汽油 - 油站加油) | <input type="checkbox"/> 5 Construction Equipment & Machinery
(建築設備及機械) | <input type="checkbox"/> 5.1 Aluminium / Galvanized Iron Working Platform (高空工作台)
<input type="checkbox"/> 5.2 Air Compressor & Blower (風機)
<input type="checkbox"/> 5.3 Bolt & Pipe Threading Machine / Groove Machine (電動管紋機 / 壓坑機)
<input type="checkbox"/> 5.4 Builder's Lift (建築工地升降機 - 工人籠)
<input type="checkbox"/> 5.5 Cable Dectector (地下電纜探測器)
<input type="checkbox"/> 5.6 Concrete Mixers (混凝土攪拌機)
<input type="checkbox"/> 5.7 Concrete Vibrator (混凝土震機)
<input type="checkbox"/> 5.8 Crawler Crane (履帶式吊機)
<input type="checkbox"/> 5.9 Dozers (推土機)
<input type="checkbox"/> 5.10 Dust Collectors (集塵器)
<input type="checkbox"/> 5.11 Forklifts and Tow Tractors (叉車及拖引車)
<input type="checkbox"/> 5.12 Gantry Crane (龍門式吊機)
<input type="checkbox"/> 5.13 Generator Set (發電機組)
<input type="checkbox"/> 5.14 Gondola Systems (吊船)
<input type="checkbox"/> 5.15 Hydraulic Punching / Shearing / Swing Beam Machine (液壓沖 / 剪 / 擺式剪板機)
<input type="checkbox"/> 5.16 Hydraulic Excavators (液壓挖土機)
<input type="checkbox"/> 5.17 Loaders (裝載機)
<input type="checkbox"/> 5.18 Mobile / Trucks / Lorry Crane (汽車吊機)
<input type="checkbox"/> 5.19 Metal Work Machine & Equipment (金屬工作機)
<input type="checkbox"/> 5.20 Pipe Welding Machine (喉管熱熔對接焊機)
<input type="checkbox"/> 5.21 Plate Compactor (壓路板)
<input type="checkbox"/> 5.22 Pump (泵)
<input type="checkbox"/> 5.23 Roller Shutter (捲閘)
<input type="checkbox"/> 5.24 Spray Booth (噴漆柜)
<input type="checkbox"/> 5.25 Surveying Measuring Instrument (測量儀器)
<input type="checkbox"/> 5.26 Thicknessing Planer (壓鉋機)
<input type="checkbox"/> 5.27 Tower Crane (塔式吊機)
<input type="checkbox"/> 5.28 Wood Turning Lathe (木車床) |
| <input type="checkbox"/> 6 Repair & Maintenance Equipment / Tools
(維修及保養設備或工具) | <input type="checkbox"/> 6.1 Repair & Maintenance – Air-conditioning & Ventilation (空調及通風維修保養)
<input type="checkbox"/> 6.2 Repair & Maintenance – Builders' Lift – Hoists (建築工地升降機維修保養)
<input type="checkbox"/> 6.3 Repair & Maintenance – Carpark System (停車場系統維修保養)
<input type="checkbox"/> 6.4 Repair & Maintenance – Cleaning Equipment (清潔設備維修保養)
<input type="checkbox"/> 6.5 Repair & Maintenance – Construction Machine & Equipment (建築機械及設備維修保養)
<input type="checkbox"/> 6.6 Repair & Maintenance – Crawler Crane (履帶式吊機維修保養)
<input type="checkbox"/> 6.7 Repair & Maintenance – Diesel Generating Set (柴油發電機組維修保養)
<input type="checkbox"/> 6.8 Repair & Maintenance – Drinking Facilities & Equipment (飲用水設施及設備維修保養) | | |

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建造業議會承辦商/供應商登記申請書

- ☐ 6.9 Repair & Maintenance – Electrical (電工工程維修保養)
- ☐ 6.10 Repair & Maintenance – Fire Service Facilities & Equipment (消防設施及設備維修保養)
- ☐ 6.11 Repair & Maintenance – Gantry Crane (龍門式吊機維修保養)
- ☐ 6.12 Repair & Maintenance – Glass (玻璃維修保養)
- ☐ 6.13 Repair & Maintenance – Gondola System (吊船系統維修保養)
- ☐ 6.14 Repair & Maintenance – Hydraulic Mobile Crane (液壓輪胎式吊機維修保養)
- ☐ 6.15 Repair & Maintenance – Kitchen Equipment & Facilities (廚房設備及設施維修保養)
- ☐ 6.16 Repair & Maintenance – Lift & Escalator (升降機及扶手電梯維修保養)
- ☐ 6.17 Repair & Maintenance – Lightning System (避雷系統維修保養)
- ☐ 6.18 Repair & Maintenance – Lorry Crane (起重機貨車維修保養)
- ☐ 6.19 Repair & Maintenance – Measurement Equipment (量度設備維修保養)
- ☐ 6.20 Repair & Maintenance – Metal Work Machine & Equipment (金屬工作機械及設備維修保養)
- ☐ 6.21 Repair & Maintenance – Non-Destructive Testing Equipment (非破壞性測試設備維修保養)
- ☐ 6.22 Repair & Maintenance – Office Equipment (辦公室設備維修保養)
- ☐ 6.23 Repair & Maintenance – Photocopier Machine (影印機維修保養)
- ☐ 6.24 Repair & Maintenance – Plumbing & Drainage (水務工程維修保養)
- ☐ 6.25 Repair & Maintenance – Power Supply Facilities (電力裝置設備維修保養)
- ☐ 6.26 Repair & Maintenance – Power Tools (電動工具維修保養)
- ☐ 6.27 Repair & Maintenance – Private Car (私家車維修保養)
- ☐ 6.28 Repair & Maintenance – Safety Equipment (安全設備維修保養)
- ☐ 6.29 Repair & Maintenance – Security Facilitate (警衛設備維修保養)
- ☐ 6.30 Repair & Maintenance – Sports Equipment (體育設備維修保養)
- ☐ 6.31 Repair & Maintenance – Survey Equipment (測量設備維修保養)
- ☐ 6.32 Repair & Maintenance – Tower Crane (塔式起重機維修保養)
- ☐ 6.33 Repair & Maintenance – Water Pump (水泵維修保養)
- ☐ 6.34 Repair & Maintenance – Walkie Talkie (對講機維修保養)
- ☐ 6.35 Repair & Maintenance – Welding Tools & Equipment (焊接工具設備維修保養)
- ☐ 6.36 Repair & Maintenance – Windows (窗戶維修保養)
- ☐ 7 Testing & Survey (測試及檢驗)
- ☐ 7.1 Testing & Survey - Air Quality (室內空氣質素測試)
- ☐ 7.2 Testing & Survey - Acoustic Test / Noise Assessment (噪音評估測試)
- ☐ 7.3 Testing & Survey - Car & Lorry (車輛續牌驗查)
- ☐ 7.4 Testing & Survey - Compressor & Blower (空氣壓縮機測試)
- ☐ 7.5 Testing & Survey - Drinking Water (飲用水測試)
- ☐ 7.6 Testing & Survey - Fire Service Installation & Equipment (消防裝置及設備檢測)
- ☐ 7.7 Testing & Survey - Gas Cylinder & Tester (氣樽及試錶測試)
- ☐ 7.8 Testing & Survey - Gondola System (吊船系統測試及檢查)
- ☐ 7.9 Testing & Survey - Illumination Quality (照明質量測試)
- ☐ 7.10 Testing & Survey - Inspection, Testing & Certification for Fixed Electrical Installations (固定電力裝置定期測試及檢查)
- ☐ 7.11 Testing & Survey - Jack & Lifting (千斤頂安全測試)
- ☐ 7.12 Testing & Survey - Lift & Escalator (升降機安全負荷測試)
- ☐ 7.13 Testing & Survey - Loader & Crane (裝載及起重機械安全負荷測試)
- ☐ 7.14 Testing & Survey - Measurement Tool (儀器精確度測試及調較)
- ☐ 7.15 Testing & Survey - Non-Destructive (非破壞性檢測)
- ☐ 7.16 Testing & Survey - Power Supply Facilities (電力裝置設備測試及檢查)



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| <input type="checkbox"/> | 7.17 | Testing & Survey - Safety Equipment (安全設備測試及檢查) |
| <input type="checkbox"/> | 7.18 | Testing & Survey - Testing Materials / Laboratory Services (物料 / 化驗服務測試) |
| <input type="checkbox"/> | 7.19 | Testing & Survey - Tower Crane (塔式起重機測試及調查) |
| <input type="checkbox"/> 8 | Environmental Engineering & Waste Disposal (環保工程及廢物處理) | <input type="checkbox"/> 8.1 Asbestos Removal (清理石棉)
<input type="checkbox"/> 8.2 Dumping - Construction Materials (建築物廢料處理)
<input type="checkbox"/> 8.3 Grease Trap Cleaning & Maintenance (隔油池清洗及保養)
<input type="checkbox"/> 8.4 Environment Planning (環保規劃)
<input type="checkbox"/> 8.5 Environment Recycling (環保再造)
<input type="checkbox"/> 8.6 Sewage Treatment (污水處理)
<input type="checkbox"/> 8.7 Tree Risk Assessment (樹木風險評估)
<input type="checkbox"/> 8.8 Waste & Scrap Disposal (廢置材料回收) |
| <input type="checkbox"/> 9 | Office Furniture & Equipment (辦公室傢俱及設備) | <input type="checkbox"/> 9.1 Carpet / Floor Mat (地毯)
<input type="checkbox"/> 9.2 CCTV System (閉路電視監控系統)
<input type="checkbox"/> 9.3 Chair (椅子)
<input type="checkbox"/> 9.4 Cleaning Supplies (清潔用品)
<input type="checkbox"/> 9.5 Cleaning Tools (清潔工具)
<input type="checkbox"/> 9.6 Clock & Watch (鐘錶)
<input type="checkbox"/> 9.7 Communication System (通信系統)
<input type="checkbox"/> 9.8 Curtain & Blinds (窗簾及百葉簾)
<input type="checkbox"/> 9.9 Doorphone System (門禁系統)
<input type="checkbox"/> 9.10 Electric Household Appliance (家用電器)
<input type="checkbox"/> 9.11 Filing Cabinet / Locker (文件櫃/儲物櫃)
<input type="checkbox"/> 9.12 Glass & Accessory (玻璃及配件)
<input type="checkbox"/> 9.13 Ink Cartridges, Toner Cartridges & Ribbons (打印機油墨盒, 碳粉盒及色帶)
<input type="checkbox"/> 9.14 Information Display System and Service (資訊顯示系統和服務)
<input type="checkbox"/> 9.15 Kitchen Equipment (廚房設備)
<input type="checkbox"/> 9.16 Lighting / Bulb (照明/燈泡)
<input type="checkbox"/> 9.17 Medicine & Health Supplies (藥物及健康)
<input type="checkbox"/> 9.18 Office / Storage Container (辦公室/貯物貨櫃)
<input type="checkbox"/> 9.19 Partition Panel and Accessory (屏風及附件)
<input type="checkbox"/> 9.20 Paper (紙張)
<input type="checkbox"/> 9.21 Paper Shredder / Laminator (碎紙機 / 過膠機)
<input type="checkbox"/> 9.22 Pantry Supplies (茶水間用品)
<input type="checkbox"/> 9.23 Paper Towels & Tissues (紙巾及廁紙)
<input type="checkbox"/> 9.24 Sign (門牌)
<input type="checkbox"/> 9.25 Stage & Accessory (舞台用品)
<input type="checkbox"/> 9.26 Stationery (文具)
<input type="checkbox"/> 9.27 Steel Desk (鋼枱)
<input type="checkbox"/> 9.28 Wall Board Assembly (組合壁板)
<input type="checkbox"/> 9.29 Water Dispenser & Service (飲水機及服務)
<input type="checkbox"/> 9.30 Wooden Desk (木枱) |
| <input type="checkbox"/> 10 | Printing & Photocopying Services (印刷及複印服務) | <input type="checkbox"/> 10.1 Printing of Annual Report (印刷年報)
<input type="checkbox"/> 10.2 Printing of Aluminium Roll-Up Screen (印製易拉架)
<input type="checkbox"/> 10.3 Printing of Booklet & Handouts (印刷小冊子及講義)
<input type="checkbox"/> 10.4 Printing of Certificate (印刷證書)
<input type="checkbox"/> 10.5 Printing of Company Letterhead Materials (印刷公司印刷品)
<input type="checkbox"/> 10.6 Printing of Flag / Banner (印製旗/旗幟) |



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| <input type="checkbox"/> 11 Information Technology and Computers
(資訊科技及電腦) | <input type="checkbox"/> 10.7 Printing of Name Card (印刷卡片)
<input type="checkbox"/> 10.8 Photocopying Services (複印服務)
<input type="checkbox"/> 10.9 Printing of Promotional Items (印刷宣傳用品)
<input type="checkbox"/> 10.10 Printing / Production of Backdrop (印刷 / 製作背景幕)
<input type="checkbox"/> 10.11 Printing of P.V.C. Card (印製證明卡)
<input type="checkbox"/> 11.1 Computer Hardware Accessory (電腦硬件配件)
<input type="checkbox"/> 11.2 Computer Hardware (電腦硬件)
<input type="checkbox"/> 11.3 Computer Hardware Leasing (電腦硬件租用)
<input type="checkbox"/> 11.4 Computer Hardware Peripheral (電腦硬件周邊)
<input type="checkbox"/> 11.5 Computer Network (電腦網絡)
<input type="checkbox"/> 11.6 Contract Out Works - Computer Service (外判工程 - 電腦服務)
<input type="checkbox"/> 11.7 Computer Software (電腦軟件)
<input type="checkbox"/> 11.8 Computer Software & Services Subscription (電腦軟件及服務租用)
<input type="checkbox"/> 11.9 Information Technology & Telecommunications (資訊科技及電信)
<input type="checkbox"/> 11.10 Repair & Maintenance – Audio / Visual (音頻 / 視頻維修保養)
<input type="checkbox"/> 11.11 Repair & Maintenance – Computer Equipment (電腦設備維修保養)
<input type="checkbox"/> 11.12 Repair & Maintenance – Card Printer (證明卡打印機維修保養)
<input type="checkbox"/> 11.13 Repair & Maintenance – Computer Room Facilities (電腦房設備維修保養)
<input type="checkbox"/> 11.14 Repair & Maintenance – Software and Application Support (軟件及應用系統支援維修保養)
<input type="checkbox"/> 11.15 Repair & Maintenance – Server and Network Services (伺服器及網絡服務維修保養)
<input type="checkbox"/> 11.16 Repair & Maintenance – Telecom System & Equipment (電訊系統及設備維修保養)
<input type="checkbox"/> 11.17 Contract Out Works - Software Development (外判工程 - 軟件開發)
<input type="checkbox"/> 11.18 Rental of Telecom System & Equipment (租用電訊系統及設備)
<input type="checkbox"/> 11.19 Telecom Services (電訊服務) |
| <input type="checkbox"/> 12 Rental Services
(租用服務) | <input type="checkbox"/> 12.1 Rental of Crane (租用吊機)
<input type="checkbox"/> 12.2 Rental of Cylinder Service & Air Filling (租用氣樽及充氣)
<input type="checkbox"/> 12.3 Rental of Digital Photocopier (租用影印機)
<input type="checkbox"/> 12.4 Rental of Generator Set (租用發電機組)
<input type="checkbox"/> 12.5 Rental of Gown (租用禮服)
<input type="checkbox"/> 12.6 Rental of Horses and Carriage Service (租用馬車服務)
<input type="checkbox"/> 12.7 Rental of Machinery Equipment (租用機械設備)
<input type="checkbox"/> 12.8 Rental of Portable Mobile Toilets with Hygiene Service (租用流動式廁所及清理服務)
<input type="checkbox"/> 12.9 Transportation Service - Goods (貨運服務)
<input type="checkbox"/> 12.10 Transportation Service - Passenger (客運服務) |
| <input type="checkbox"/> 13 General Supplies
(一般供應) | <input type="checkbox"/> 13.1 General Fixture (一般固定裝置)
<input type="checkbox"/> 13.2 Light Truck / Coaster (輕型貨車及小巴)
<input type="checkbox"/> 13.3 Private Car (私家車)
<input type="checkbox"/> 13.4 Promotional Items (宣傳物品)
<input type="checkbox"/> 13.5 Reference Book/ Reference Report & Publication (參考書/ 參考報告及刊物)
<input type="checkbox"/> 13.6 Seasonal Decoration (節慶裝飾)
<input type="checkbox"/> 13.7 Souvenir (紀念品)
<input type="checkbox"/> 13.8 Sports Equipment (適體健器材)
<input type="checkbox"/> 13.9 Stage Accessory (舞台用品)
<input type="checkbox"/> 13.10 Building Management Supplies (物業管理供應)
<input type="checkbox"/> 13.11 Trophy / Medals (獎杯 / 獎牌) |



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| <input type="checkbox"/> | 13.12 | Uniform (制服) |
| <input type="checkbox"/> | 13.13 | Walkie Talkie (對講機) |
| <input type="checkbox"/> 14 | General Services
(一般服務) | <input type="checkbox"/> 14.1 Advertisement - Advertising Design & Production (廣告設計及製作) |
| | | <input type="checkbox"/> 14.2 Advertisement - Advertisement Production & Placement Services
(廣告製作及報刊廣告代理服務) |
| | | <input type="checkbox"/> 14.3 Referee Services (裁判服務) |
| | | <input type="checkbox"/> 14.4 Catering Services (餐飲服務) |
| | | <input type="checkbox"/> 14.5 Clipping Services (剪報服務) |
| | | <input type="checkbox"/> 14.6 Catering / Kitchen Equipment and Services (餐飲/廚房設備及服務) |
| | | <input type="checkbox"/> 14.7 Cleaning Services (清潔服務) |
| | | <input type="checkbox"/> 14.8 Copywriting & Editorial Services (撰稿及編輯服務) |
| | | <input type="checkbox"/> 14.9 Drycleaning & Laundry Services (乾洗及洗衣服務) |
| | | <input type="checkbox"/> 14.10 Driver Services (司機服務) |
| | | <input type="checkbox"/> 14.11 Disposal Services (棄置服務) |
| | | <input type="checkbox"/> 14.12 Design Services - Graphics Design (平面設計) |
| | | <input type="checkbox"/> 14.13 Design Services - Illustration / Character Design (插畫 / 角色設計) |
| | | <input type="checkbox"/> 14.14 Design Services - Interior / Exterior Design (室內 / 室外設計) |
| | | <input type="checkbox"/> 14.15 Design Services - Product and Logo Design (產品及商標設計) |
| | | <input type="checkbox"/> 14.16 Design Services - Website / Apps Design & Development
(設計網頁 / 應用程式及製作) |
| | | <input type="checkbox"/> 14.17 Event Management - Exhibition Booth Design, Production & Installation
(展覽攤位設計、製作及佈置) |
| | | <input type="checkbox"/> 14.18 Event Management - Event Production & Management Services
(活動籌辦及管理服務) |
| | | <input type="checkbox"/> 14.19 Event Management - Photography Services (照相服務) |
| | | <input type="checkbox"/> 14.20 Event Management - Video Broadcast Services (視頻廣播服務) |
| | | <input type="checkbox"/> 14.21 Event Management - Video Shooting and Editing Services (影片製作及剪接) |
| | | <input type="checkbox"/> 14.22 Football Referee Services (足球裁判服務) |
| | | <input type="checkbox"/> 14.23 Landscape & Gardening (園境及園藝) |
| | | <input type="checkbox"/> 14.24 Lettershop Services (入信服務) |
| | | <input type="checkbox"/> 14.25 Logistics & Transport Services (物流及運輸服務) |
| | | <input type="checkbox"/> 14.26 Mailing / Courier & Delivery Services (郵寄 / 速遞及運送服務) |
| | | <input type="checkbox"/> 14.27 Pest Control (蟲害防治) |
| | | <input type="checkbox"/> 14.28 Property / Facility Management (物業 / 設施管理) |
| | | <input type="checkbox"/> 14.29 Public Relations (公共關係) |
| | | <input type="checkbox"/> 14.30 Scanning Services (掃描服務) |
| | | <input type="checkbox"/> 14.31 Security Guarding Services (保安護衛服務) |
| | | <input type="checkbox"/> 14.32 Signage Production (指示牌製作) |
| | | <input type="checkbox"/> 14.33 Translation Services - Annual Report Translation (年報翻譯) |
| | | <input type="checkbox"/> 14.34 Translation Services - General Translation (一般翻譯) |
| | | <input type="checkbox"/> 14.35 Translation Services - Simultaneous Translation & Interpretation (即時翻譯及傳譯) |
| <input type="checkbox"/> 15 | Professional
Services
(專業服務) | <input type="checkbox"/> 15.1 Agency Services (代理服務) |
| | | <input type="checkbox"/> 15.2 Consultancy Services (顧問服務) |
| | | <input type="checkbox"/> 15.3 Auditing Services (審計服務) |
| | | <input type="checkbox"/> 15.4 Building Information Modeling (BIM) (建築訊息模型) |
| | | <input type="checkbox"/> 15.5 Certificate Services (認證服務) |
| | | <input type="checkbox"/> 15.6 Counseling Services (輔導服務) |
| | | <input type="checkbox"/> 15.7 Human Resources Services (人力資源服務) |
| | | <input type="checkbox"/> 15.8 Insurance - General Insurance (一般保險) |



Application Form for Inclusion in the CIC Vendor List

建造業議會承辦商/供應商登記申請書

- ☐ 15.9 Insurance - Medical Insurance (醫療保險)
- ☐ 15.10 Legal Services (法律服務)
- ☐ 15.11 Market Research (市場調查)
- ☐ 15.12 Medical Services (醫療服務)
- ☐ 15.13 Quality Management Services (質量管理服務)
- ☐ 15.14 Risk Management and Data Privacy Assessment (風險管理及數據私隱評估)
- ☐ 15.15 Trade Testing (技能測試)
- ☐ 15.16 Training - Course (培訓課程)
- ☐ 15.17 Training - Management (培訓管理)
- ☐ 15.18 Training - Safety (培訓安全)

Type 2 - Construction Contractor

- ☐ 類別二 - 建築工程承辦商
- ☐ 1 Contractors – Air-conditioning & Ventilation (空調及通風)
 - ☐ 2 Contractors – Building Information Modeling (建築訊息模型)
 - ☐ 3 Contractors – Carpark System (停車場系統)
 - ☐ 4 Contractors – Curtain / Blind / Carpet Tile/ Floor Finishes (窗簾/簾/方塊地毯/ 地板)
 - ☐ 5 Contractors – Design & Construction (設計及施工工程)
 - ☐ 6 Contractors – Demolishment Work (拆除工程)
 - ☐ 7 Contractors – Electrical (電工工程)
 - ☐ 8 Contractors – External Wall (外牆工程)
 - ☐ 9 Contractors – Facility Security (設備保安)
 - ☐ 10 Contractors – Civil, Foundation & Geotechnical (土木, 地基及土力工程)
 - ☐ 11 Contractors – Fire Service Facilities & Equipment (消防設施及設備工程)
 - ☐ 12 Contractors – Gas & Oil (煤油及石油氣工程)
 - ☐ 13 Contractors – Glass (玻璃工程)
 - ☐ 14 Contractors – Grass Cutting (剪草)
 - ☐ 15 Contractors – Kitchen Equipment & Facilities (廚房設備及設施工程)
 - ☐ 16 Contractors – Lift & Escalator (電梯及扶手電梯)
 - ☐ 17 Contractors – Platform (平台)
 - ☐ 18 Contractors – Plumbing & Drainage (水務工程)
 - ☐ 19 Contractors – Playground Equipment (遊樂場設備)
 - ☐ 20 Contractors – Scaffolding Work (建築棚架工程)
 - ☐ 21 Contractors – Steel Door Work (鋼門工程)
 - ☐ 22 Contractors – Structure Repair (結構修復工程)
 - ☐ 23 Contractors – Steel Structural Work (鋼鐵結構工程)
 - ☐ 24 Contractors – Waterproof (防水工程)
 - ☐ 25 Contractors – Windows (窗戶工程)
 - ☐ 26 Contractors – Wooden Door Work (木門工程)
 - ☐ 27 Contractors – Workshop Equipment & Facilities (測試場設備及設施工程)

Type 3 - Others

☐ 類別三 - 其他

(please specify if the above is found inappropriate) 請細列明如上述沒有適用者

- 3.1 _____
- _____
- 3.2 _____
- _____
- _____

(Note : If found insufficient space, please use separate sheet)
(註：如空位不足，請另紙列出)



Application Form for Inclusion in the CIC Vendor List

建造業議會承辦商/供應商登記申請書

- (iii) Please provide names of your major clients / customers for our internal reference purposes.
請提供貴公司的主要客戶名稱，作內部參考之用。

(1) _____	(2) _____
(3) _____	(4) _____

PART IV - DOCUMENTS TO BE SUBMITTED 第四部 - 須提交證明文件清單

Type 1 - Supplier (類別一 - 供應商)

- (i) Please attach a copy of the valid Business Registration Certificate for our reference and record.
請寄交有效的商業登記證文件副本以供參考和存照。
- (ii) Please attach one set of relevant product / service catalogue(s) for our consideration.
請夾附最少一份有關產品 / 服務目錄以供參閱。

Type 2 - Construction Contractor (類別二 - 建築工程承辦商)

- (i) Please attach a copy of the valid Business Registration Certificate for our reference and record.
請寄交有效的商業登記證文件副本以供參考和存照。
- (ii) Please attach one set of relevant product / service catalogue(s) for our consideration.
請夾附最少一份有關產品 / 服務目錄以供參閱。
- (iii) Please attach company profile
請夾附公司簡介
- (iv) Please attach past 2 years financial report
請夾附最近兩年之財務報表
- (v) Please attach the past 3 years relevant job reference with the contract amount for each selected category(s)
請夾附最近三年每個選定類別之相關工作參考及合同金額
- (vi) Please attach relevant construction works licence(s)
請夾附有關工程牌照
- (vii) Please attach Quality Assurance policy
請夾附質量保證政策
- (viii) Please attach Health and Safety policy
請夾附健康及安全政策
- (ix) Please attached Quality Management System certification(s) (if any)
請夾附品質管理系統認證 (如有)
- (x) Reference/ Appreciation Letter(s) (if any)
請夾附參考/感謝信 (如有)

Application Form for Inclusion in the CIC Vendor List

建造業議會承辦商/供應商登記申請書

PART V - CERTIFICATION 第五部 - 證明

(i) Personal Information Collection Statement 收集個人資料聲明

- (1) CIC will use the provided information for the purpose of processing this registration form and dealing with our procurement-related matters.
提供的資料會用作本議會處理有關申請登記成為本議會之承辦商/供應商及與採購相關的事宜。
- (2) Under the provisions of the Personal Data (Privacy) Ordinance, you have the right to request access to or correction of personal data. Written requests should be addressed to CIC.
根據個人資料(私隱)條例, 你有權要求查閱和更改個人資料, 有關申請須以書面向本議會提出。
- (3) CIC will not be able to process and consider incomplete forms.
如果資料有任何遺漏, 本議會將不能處理本表格事宜。

(ii) Declaration 聲明

- (1) I declare that all information given in this registration form is, to the best of my knowledge, accurate and complete. If any false information is given, the application is deemed to be invalid and I shall forfeit my right to submit quotations and tender.
本人聲明本表格內所提供的一切資料, 依本人所知均屬真確, 並知道倘若虛報資料, 申請即屬無效, 且喪失其後落標資格。
- (2) I agree that if registered, I will conform to the regulations, terms and conditions set by the CIC.
本人同意如本人註冊成為建造業議會之承辦商/供應商, 當遵守建造業議會之工作守則。
- (3) I declare that our company as stated in this form shall uphold the highest ethical principles in relation to our procedures as well as having a corrupt free environment in rendering of goods and services to the CIC operations including compliance with all applicable laws and regulations, maintaining confidentiality where appropriate, adopt an open and fair competition, anti-bribery and corruption.
本人聲明本申請書上的公司會在運作過程中堅守道德原則, 並在廉潔的環境下向建造業議會提供貨品及服務, 包括遵守所有適用法例及規則、保密原則、防賄法例、反貪法例, 以及維護公開公平的競爭。

I apply on behalf of the aforementioned company for inclusion in the CIC Vendor List.

本人謹代表上述公司, 申請登記成為建造業議會承辦商/供應商。

Signature:

簽署: _____

Name in block letters:

姓名(正楷): _____

Designation:

職銜: _____

Date:

日期: _____

(Space for company chop)

(公司印鑑)



Application Form for Inclusion in the CIC Vendor List

建造業議會承辦商/供應商登記申請書

DOCUMENT CHECKLIST 文件核對表

Please enclosed the following items (請夾附以下文件):

Type 1 - Supplier (類別一 - 供應商)

- ☐ Completed application form for inclusion in the CIC Vendor List (Form PRO-01)
已填妥建造業議會承辦商/供應商登記申請書
- ☐ Copy of valid Business Registration Certificate
有效的商業登記證文件副本
- ☐ Relevant product / service catalogue(s)
有關產品 / 服務目錄

Type 2 - Construction Contractor (類別二 - 建築工程承辦商)

- ☐ Completed application form for inclusion in the CIC Vendor List (Form PRO-01)
已填妥建造業議會承辦商/供應商登記申請書
- ☐ Copy of valid Business Registration Certificate
有效的商業登記證文件副本
- ☐ Relevant product / service catalogue(s)
有關產品 / 服務目錄
- ☐ Company profile
公司簡介
- ☐ Past 2 years financial report
最近兩年之財務報表
- ☐ Past 3 years relevant job reference with the contract amount under each selected item category(s)
最近三年每個選定類別之相關工作參考及合同金額
- ☐ Relevant construction works licence(s)
有關工程牌照
- ☐ Quality Assurance policy
質量保證政策
- ☐ Health and Safety policy
健康及安全政策
- ☐ Quality Management System certification(s) (if any)
品質管理系統認證 (如有)
- ☐ Reference/ appreciate letter(s) (if any)
參考/感謝信 (如有)

Note : Please put a "✓" in the box under each column to indicate that the document has been enclosed.

注意事項：請在欄內方格加上「✓」號以示已附上該文件。