

## **Hong Kong Green Building Council Limited**

# **Supply and Delivery of Indoor Air Quality Sensors for Jockey Club Energy Saver in Schools Project Invitation for Expression of Interest**

### **1. BACKGROUND**

The Hong Kong Green Building Council (HKGBC) is inviting qualified and reputable agencies to submit the Expression of Interest (EOI) for the Supply and Delivery of Indoor Air Quality (IAQ) Sensors for the “**Jockey Club Energy Saver in Schools Project**”.

#### **1.1 About the Organiser**

**Hong Kong Green Building Council (HKGBC, [www.hkgbc.org.hk](http://www.hkgbc.org.hk))**

The Hong Kong Green Building Council (HKGBC) is a non-profit, member-led organisation established in 2009 and has become a public body under the Prevention of Bribery Ordinance since 2016. The vision of the HKGBC is to help save the planet and improve the wellbeing of the people of Hong Kong by transforming the city into a greener built environment. The Founding Members of the HKGBC include the Construction Industry Council (CIC), the Business Environment Council (BEC), the BEAM Society Limited (BSL) and the Professional Green Building Council (PGBC). Its mission is to lead the market transformation by advocating green policies to the Government; introducing green building practices to all stakeholders; setting design, construction and management standards for the building profession; and promoting green living to the people of Hong Kong.

#### **1.2 About the Jockey Club Energy Saver in Schools Project (the Project)**

Funded by The Hong Kong Jockey Club Charities Trust, organised by BEC and co-organised by HKGBC and BSL, the Project aims to promote energy saving in the school sector and educate the next generation on green building concepts in over 200 schools. The Project spans five years from 2023 to 2028. For more details, please refer to the Project website: <https://www.jcenergysaver.hk/>

To achieve these objectives, each organiser plays a significant role based on their expertise. BEC and BSL will be responsible for the energy-efficient retrofitting works and BEAM Plus Existing Schools assessment (a rating tool for green schools) respectively.

Meanwhile, HKGBC will roll out a wide range of green building education programmes, such as Capacity Building Programmes, Green Building Tours and Student Ambassador Programme. These education programmes will be supplemented with various teaching kit materials such as educational videos, board games and virtual tours to facilitate teachers’

in-class training and maximise students' learning outcomes. Besides, to promote the importance of the health and wellbeing of school occupants, the concept of Indoor Environmental Quality (IEQ) will also be added as one of the topics of the training materials.

### **1.3 About the IAQ Sensors**

To facilitate students' understanding on IEQ, IAQ sensors will be given to the participating schools as learning devices for students. It is expected that the participating schools will use the IAQ sensors to initiate students' self-directed learning by continuously monitoring the indoor environmental data generated from the devices and developing their data analytics skills. The schools are also encouraged to raise the students' awareness on the importance of IEQ by organising inter-class competitions at schools.

The IAQ sensors are expected to:

- Measure a range of IAQ parameters in one single device including but not limited to carbon dioxide (CO<sub>2</sub>), particulate matter (PM<sub>10</sub>), total volatile organic compounds (TVOC), temperature and relative humidity, while the ability to monitor additional parameters such as PM<sub>1.0</sub>, PM<sub>2.5</sub>, lighting intensity and sound level will be a plus
- Allow for downloading the historical data in report format to assess the magnitude and conduct data analysis
- Feature the display of colour-coded alerts or graphical representations to indicate different parameter levels, which should comply with international IAQ standards in terms of air quality index
- Be suitable for household usage and be convenient for the teachers to use independently and guide the students with the provision of a user guide

## **2. SCOPE OF WORK**

The Tenderer shall provide a full range of supplies and services which includes the following deliverables:

- Supply a total of 3,220 IAQ sensors in the years 2024 and 2025, in accordance with the specified requirements outlined in section 1.3
- Additional orders of IAQ sensors may further be placed in the years 2026 and 2027, subject to the satisfactory quality of the products and services
- Local delivery of IAQ sensors in batches to designated location(s) in Hong Kong, specific order and delivery schedule to be further discussed and determined
- Provide a minimum of 1-year warranty coverage for the IAQ sensors with maintenance services within the Project period until 30 Sep 2028, such as replacement of worn or defective parts
- Provide customer services within the Project period until 30 Sep 2028, such as support on the simple data analysis at the end of each year and technical support for the data platforms and downloadable reports
- Offer advisory services in the development of learning materials for the participating schools such as IAQ introduction leaflets, teacher notes and student worksheets etc

The tender/contract will be based on a lump sum arrangement, with a fixed project price as tendered.

### 3. EXPRESSION OF INTEREST

Interested parties are invited to submit the EOI. The submission should include the following:

1. Completed Appendix I - Expression of Interest
2. Copy of Business Registration Certificate
3. Company Credentials and Relevant Product Information, such as Product Catalogue, in no more than **SIX (6) A4 pages**

#### Submission

The EOI submission should be sent to HKGBC by email: [eoι@hkgbc.org.hk](mailto:eoι@hkgbc.org.hk) on or before **12 Jul 2024 (Friday)**. Late submission or wrong submission methods may not be considered.

This invitation for EOI does not constitute an invitation to offer nor does this document or any document made available pursuant to this invitation constitute any contract or agreement of any kind whatsoever with HKGBC. The HKGBC also reserves the right to cancel or terminate the process of EOI at any time and shall not be liable to any party for any loss or damage, cost or expenses as a result of such action.

#### Subsequent Tendering Process

After the EOI closing date, we may shortlist and invite qualified agencies to proceed to the tendering stage, when it will be required to submit their tender proposals. The tender document will be sent to the shortlisted agencies.

The tentative procurement schedule will be as follows:

- Issuance of Invitation to Tender (Jul 2024)
- Tender Assessment Panel and Evaluation (Aug 2024)
- Award of Contract (Oct 2024)

### 4. NOTES TO AGENCIES

Agencies responding to the EOI should note that the Organisers would not be responsible for the reimbursement of any cost incurred for the preparation of the EOI.

### 5. CONFIDENTIALITY

All information and materials which the Organisers consider to be confidential in nature and connected with the project and initiatives shall be treated as "Confidential Information". The Agencies shall not make it available to any other parties without the prior written consent of the Organisers. The Agencies shall take all necessary measures (including by way of a code

of conduct or contractual provisions where appropriate) to ensure that information is not divulged for purposes other than that of this Proposal by such person, agent or sub-contractor. The Agencies shall indemnify and keep indemnified the Organisers against all loss, liabilities, damages, costs, legal costs, professional and other expenses of any nature whatsoever the Organisers may suffer, sustain or incur, whether direct or consequential, arising out of or in connection with any breach of the aforesaid non-disclosure provision by the Organisers or its employees, agents or sub-contractors. The Organisers and the Agencies agree that the above obligations of confidentiality shall not attach to the information and materials which:

- (1) is publicly available prior to the date of this Agreement or becomes publicly available thereafter through no wrongful act of the Agencies;
- (2) was known to the Agencies prior to the date of disclosure or becomes known to the Agencies thereafter from a third party having an apparent bona fide right to disclose the information;
- (3) is disclosed by the Agencies in accordance with the terms of the Organisers' prior written approval;
- (4) is disclosed by the Organisers without restriction on further disclosure;
- (5) is subsequently and independently developed by the employees of the Agencies (as evidenced by the Agencies' written records) who had no knowledge of the disclosed information;
- (6) the Agencies are obligated to produce pursuant to an order of a court of competent jurisdiction or is required by a government agency to disclose.

## **6. DECLARATION OF CONFLICT OF INTEREST**

- (1) The Agencies shall require its employees, agents and sub-contractors who are involved in this Proposal to declare in writing to the Agencies any conflict or potential conflict between their personal/financial interests and their duties in connection with this Proposal. In the event that such conflict or potential conflict is disclosed in a declaration, the Agencies shall forthwith take such reasonable measures as are necessary to mitigate as far as possible or remove the conflict or potential conflict so disclosed.
- (2) The Agencies shall prohibit its employees who are involved in this Proposal from engaging in any work or employment other than in the performance of this Proposal, with or without remuneration, which could create or potentially give rise to a conflict between their personal/financial interests and their duties in connection with this Proposal. The Agencies shall also require their subcontractors and agents to impose a similar restriction on their employees by way of a contractual provision.
- (3) The Agencies shall take all necessary measures (including by way of a code of conduct or contractual provisions where appropriate) to ensure that its employees, agents and subcontractors are aware of the prohibitions in this clause.

## **7. PREVENTION OF BRIBERY**

- (1) The Agencies shall not, and shall procure that his employees, agents and sub-contractors shall not, offer an advantage as defined in the Prevention of Bribery Ordinance, (Cap 201) in connection with the Proposal and execution of this Proposal.
- (2) Failure to so procure or any act of offering, soliciting or accepting advantage referred to in (1) above committed by the Agencies or by a director, employee, agent or sub-contractor of the Agencies shall, without affecting the Agencies' liability for such failure and act, result in his Proposal being invalidated.

## **8. ENQUIRIES**

Requests for further information or clarification of requirements may be directed to Ms Sonia LEE, Senior Project Manager, HKGBC at 3994 8835 / Ms Yammie LAW, Senior Project Executive, HKGBC at 3994 8845 / or email to [greenschool@hkgbc.org.hk](mailto:greenschool@hkgbc.org.hk).

**Appendix I**

**Expression of Interest**

**Supply and Delivery of Indoor Air Quality Sensors  
for Jockey Club Energy Saver in Schools Project**

We would like to express our interest for tendering the **Supply and Delivery of Indoor Air Quality Sensors for Jockey Club Energy Saver in Schools Project**. We confirm that we can meet the requirements outlined in Section 2 - Scope of Work.

<b>Company Details</b>	
Company Name:	
Company Chop:	
Address:	
<b>Authorised Representative by the Company</b>	
Name of Authorised Representative:	
Title of Authorised Representative:	
Signature of Authorised Representative:	
Tel No.:	
Email:	
Date:	