

**Official Receiver's Office**  
**The Government of the Hong Kong Special Administrative Region**

**Tender for Taking up of Appointment to Complete**  
**Preliminary Examination in Bankruptcy Cases**

**Notes for Tenderers**

(1) **Tender Documents**

These Tender documents identified as **OR/B/2010** consist of the following:

- a. Tender Form (**G.F. 231** *with Part 4 completed*)
- b. Terms of Tender (Annex A)
- c. Schedule [Part I- Qualification Criteria] (Annex A)
- d. Schedule [Part II- Work Specifications] (Annex A)
- e. Schedule [Part III- Conditions of Contract] (Annex A)
- f. Quotation Sheet (Annex A)

- (2) **The tender and all accompanying documents** must be submitted **in triplicate** in the manner stipulated under 'Lodging of Tender' on the front page of the Tender Form G.F. 231.

(3) **Enquiries**

Any enquiries from the Tenderer concerning this tender document up to the date of lodging his tender with the Government shall be in writing and shall be submitted to:-

Official Receiver's Office  
10/F, Queensway Government Offices  
66 Queensway  
Hong Kong  
Attn. : Deputy Departmental Secretary (Administration)  
Facsimile: 3105 1814