

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

**Tender for Taking up of Appointment as Provisional Liquidators under
section 194(1A) of the Companies Ordinance**

Notes for Tenderers

(1) **Tender Documents**

These Tender documents identified as **OR/T/2011** consist of the following:

- a. Tender Form (**G.F. 231** with *Part 4 completed*)
- b. Terms of Tender (page 1-7 Annex A)
- c. Schedule [Part I- Qualification Criteria] (page 8-9 Annex A)
- d. Schedule [Part II- Work Specifications] (page 10-12 Annex A)
- e. Schedule [Part III- Conditions of Contract] (page 13-23 Annex A)
- f. Quotation Sheet (page 24 Annex A)
- g. Declaration on Details of the Tenderer (Forms A & B)

(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) Please pay special attention to Condition 9(d) of Conditions of Contract which provides that the Firm shall compensate the Government by way of liquidated damages for the additional costs it has incurred and/or will incur in monitoring any late application for summary procedure order or any delay in holding the first meetings of creditors and contributories.

(4) **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