**P R O F O R M A**

**Request for Market Information (“RFI”) for   
Supply and Installation of Hot Air Dryer**

**for the Chinese Medicine Hospital (“CMH”)**

**(CMHPO Ref. : HHB/H/24/17/3/4/4 )**

To : Project Director (CMHPO)

(Attn. Ms. Jackie Lam)

[by fax: 2127 4795 or email: jstlam@healthbureau.gov.hk]

Your ref: (1) in L/M to HHB/H/24/17/3/4/4

In response to the RFI of the CMH, my/our company, with contact details provided in Part 1 below, would like to provide the information and relevant supporting documents in Parts 2 to 9 of this Proforma.

**Part 1 – Supplier’s Contact Details**

From:

(Name of the Supplier): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(please fill in)

Name and Post of Contact person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(please fill in)

Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone no.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(please fill in) (please fill in)

**-----------------------------------------------------------------------------------------------------------------**

*This document does not constitute any offer or invitation / solicitation of any offer in connection with the exercise described herein. Neither this document nor any activities in connection therewith shall create any legal obligations or liabilities in any way on the part of the Health Bureau (HHB) or the Government of Hong Kong Special Administrative Region. Neither this document nor anything contained herein shall form the basis of any contract or commitment whatsoever. In responding to the RFI, a respondent shall be deemed to have agreed to all the terms of this Request for Market Information.*

**Purpose and Background Information of the RFI**

1. Purpose

Chinese Medicine Hospital Project Office (“**CMHPO**”) of the Health Bureau (“**HHB**”) of the Government intends to invite a tender for the supply and installation of Hot Air Dryer (hereinafter refers as the “**Goods**”) for the Chinese Medicine Hospital (“**opCMH**”) located at Pak Shing Kok in Tseung Kwan O. The CMHPO therefore wishes to collect market information on Hot Air Dryer.

1. Background of the CMH Project

The Chief Executive announced in the 2014 Policy Address that the Government had decided to reserve a site in Tseung Kwan O for setting up a CMH. The 2017 Policy Address stated that the Government decided to finance the construction of the CMH and identify by way of tender a suitable non-profit-making organisation (“NPMO”) to operate the CMH. CMH will be owned by the Government and the selected NPMO will operate the CMH. The CMH would be positioned as a flagship Chinese Medicine (“CM”) institution leading the development of CM services and Chinese medicines in Hong Kong. It will be a change driver, promoting service development, education and training, innovation and research, and facilitating collaboration with both local and international parties.

The CMH with provision of 400 beds will provide a comprehensive range of CM services. Service types include pure CM services, services with CM playing the predominant role in collaboration with Western Medicine (“WM”) and Integrated Chinese-Western Medicine (“ICWM”) services. The scope of service to be provided in the CMH covers inpatient, day-patient, outpatient and community outreach services.

To take forward the planning and development of the project on CMH, a designated office i.e. CMHPO, was established under the Health Bureau (the former Food and Health Bureau) on 2 May 2018. Hong Kong Baptist University (HKBU) was selected as the Contractor for the CMH operation. HKBU, as the Contractor, has incorporated a company limited by guarantee, namely HKBU Chinese Medicine Hospital Company Limited as the Operator to manage, operate and maintain the CMH. The CMH project has proceeded to the commissioning stage in 2021. It is targeted to commence hospital services by phases from 2025.

More information on the services provision and design of the CMH can be found in the following link:

<https://www.healthbureau.gov.hk/en/press_and_publications/otherinfo/200900_cmhp/index.html>

**Note to Suppliers**

1. If your company have more than one Hot Air Dryer that may meet the requirements of the Goods stated in this Proforma, **please complete and return, together with relevant supporting documents, one set of Proforma for each different Hot Air Dryer**.

**Part 2 – General Information of the Goods**

|  |  |
| --- | --- |
| 1. Place of origin |  |
| 1. Name of manufacturer |  |
| 1. Address of the manufacturer’s factory or plant (“Manufacturing Plant”) |  |
| 1. Product name of the Goods |  |
| 1. Model number/ name/ version number of the Goods |  |
| 1. Authorised agent or distributor of the manufacturer in Hong Kong |  |
| 1. Packing (if applicable) |  |
| 1. Delivery method and route (where the place of origin is outside Hong Kong) |  |
| 1. Warranty period of the Goods   (*Please refer to section F in Part 3 for details of the warranty service requirements*) | \_\_\_\_\_\_\_\_\_\_\_\_ months from Acceptance of the Goods  (*Should not be less than 12 months*) |
| 1. Expected serviceable life (*Please specify any components of the Goods that cannot meet the serviceable life*) | The Goods shall have a serviceable life of \_\_\_\_\_\_\_ years from its date of acceptance except the following components:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (*Please also provide the expected life of these excluded components*) |
| 1. \*Total weight of the proposed Goods | \_\_\_\_\_\_\_\_\_\_\_\_kg |
| 1. \*Floor loading requirement for the proposed Goods | \_\_\_\_\_\_\_\_\_\_\_ kPa |

\* *The maximum floor loading capacity where the Goods is to be installed is* ***16 kPa****. Please ensure that your proposed Goods can comply with this requirement.*

**Part 3 – Indicative Technical Requirements**

*Notes to Suppliers for Completion of Part 3*

1. *Unless specified otherwise, the “****Goods****” in this Part 3* ***refers to section A1.1 below****.*
2. *The indicative technical requirements are for the purpose of collecting market information only. They are subject to changes and do not represent the final technical requirements of the intended tender.*
3. *Please indicate, as a point by point compliance statement, whether your proposed Goods “****Comply****” or “****Not Comply****” with an indicative technical requirement stated in Column II by ticking (🗸) in the appropriate box under* ***Column III*** *and* ***Column IV*** *respectively.*
4. ***Where applicable****, please quote the value of your proposed Goods in either Column III (if “****Comply****”) or Column IV (if “****Not Comply****”) respectively against corresponding indicative technical requirement (use additional sheet(s) if space is insufficient*
5. *Please provide supporting documents (such as catalogues, user manual and/or operation manual, DICOM conformance statement, etc.) to illustrate the features of your proposed Hot Air Dryer against the corresponding indicative technical requirements.*

| **Column**  **I** | **Column**  **II** | | **Column**  **III** | | | | **Column**  **IV** | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Section** | **Technical Specification** | | **Tick (🗸) the Appropriate Box**  *(For aspects “Not Comply”, please also provide alternative proposal, if any)* | | | | | |
| **Comply** | | | | **Not Comply** | |
|  | **Technical Requirements** | | | | | | | |
|  | **Goods to be Supplied** | | | | | | | |
|  | Two sets of Hot Air Dryer (hereinafter refers as the “Cabinet” or “Goods”). | |  | | | |  | |
|  | One (1) lot of accessories。 | |  | | | |  | |
|  | **Intended Use of the Goods** | | | | | | | |
|  | The Cabinet shall be designed for automatic drying of reusable medical devices, including but not limited to surgical instruments, instrument trays, instrument for minimum invasive surgery, rigid endoscopes, anaesthetic and respiratory equipment, hollowware, glassware and transit containers. | |  | | | |  | |
|  | **Functional and Performance Requirements of the Goods** | | | | | |  | |
|  | The Cabinet shall be free-standing with single glass door and one wall recessed installation. | |  | | | |  | |
|  | The Cabinet shall be equipped with vented type HEPA filter. | |  | | | |  | |
|  | **Chamber and door specifications** | | | | | | | |
|  | The Cabinet shall have hinged door design. | |  | | | |  | |
|  | The door shall be either a right-hand door or left-hand door, by the choice of user when placing the order. | |  | | | |  | |
|  | The Cabinet shall have glass door design for visual process control and capacity checks without cycle interruptions. | |  | | | |  | |
|  | The glass door shall be able to open at any time during the drying cycle. | |  | | | |  | |
|  | Framework, panels and chamber of the Cabinet shall be made of EN 1.4301 stainless steel. | |  | | | | Please specify the stainless steel grade: | |
|  | All outer panels and tempered window(s) shall be heat and sound insulated. | |  | | | |  | |
|  | The cabinet shall have chamber size as follows: | |  | | | |  | |
|  | Width: 680mm or above. | |  | | | | Please specify: \_\_\_\_\_\_\_mm | |
|  | Depth: 605mm or above. | |  | | | | Please specify: \_\_\_\_\_\_\_mm | |
|  | Height: 1245mm or above. | |  | | | | Please specify: \_\_\_\_\_\_\_mm | |
|  | The Cabinet shall have effective chamber volume 450 Litres or above. | |  | | | | Please specify: \_\_\_\_\_\_\_ Litres | |
|  | The Cabinet shall allow maximum 13 level of shelfing with 85 mm clearance in between each level. | |  | | | | Please specify clearance:  \_\_\_\_\_\_\_mm | |
|  | The Cabinet shall have adjustable feet for levelling on the floor. | |  | | | |  | |
|  | **Control System and Program** | | | | | | | |
|  | The Cabinet shall have programmable logic controller (PLC) control system with pre-set programmes and customizable programme positions. | |  | | | |  | |
|  | The Cabinet shall have a 3.7-inch or above size color touch-screen info display and control panel. | |  | | | | Please specify: | |
|  | The touch-screen display shall provide clear and informative user and service instructions. | |  | | | |  | |
|  | The following cycle status display information shall be provided during cycle operation: | |  | | | |  | |
|  | Current cycle name | |  | | | |  | |
|  | Sequential cycle number | |  | | | |  | |
|  | Remaining cycle time | |  | | | |  | |
|  | Current phase | |  | | | |  | |
|  | Chamber temperature | |  | | | |  | |
|  | The Cabinet shall equip with a temperature indicator, independent from the controller, to allow user to verify attainment of programmed drying temperature. | |  | | | |  | |
|  | The Cabinet shall have double overheating protection as follows: | |  | | | |  | |
|  | The Cabinet shall have load temperature protection to prevent overheating. | |  | | | |  | |
|  | The Cabinet shall have over temperature cut-out features | |  | | | |  | |
|  | The Cabinet shall go into standby mode if it is unused for a period of ten minutes. | |  | | | |  | |
|  | The Cabinet shall have 3 factory pre-set program | |  | | | |  | |
|  | The Cabinet shall have additional 3 memory slots for user defined program | |  | | | |  | |
|  | The cabinet shall require password for program modification. | |  | | | |  | |
|  | The temperature range shall be adjustable from 30 to 80°C. | |  | | | |  | |
|  | The drying time range shall be adjustable from 20 to180 minutes. | |  | | | |  | |
|  | The cooling time range shall be adjustable from 20 to 30 minutes. | |  | | | |  | |
|  | At end of the cycle, the touch-screen display on loading side shall be indicated with an audible buzzer and the text “CYCLE COMPLETED” in a green background. | |  | | | |  | |
|  | At end of the cycle, the cycle complete LED (green) shall go “ON” on unloading side. | |  | | | |  | |
|  | The drying temperature shall not be adjustable to excess 80°C as it can cause the thermal shock to the working staff during handling. | |  | | | |  | |
|  | **Heating and Drying System** | |  | | | |  | |
|  | The Cabinet shall have heating power at 3.26kW or above. | |  | | | |  | |
|  | The Cabinet shall have a drying fan with power rate at 0.4kW or above. | |  | | | |  | |
|  | The Cabinet shall have air throughput at 110 m3/h or above. | |  | | | |  | |
|  | The Cabinet shall have a heat exchanger to generate optimized performance. | |  | | | |  | |
|  | With the heat exchanger, the drying efficacy of the Cabinet shall improve up to 50%, set process temperatures are reached faster and the heat distribution within the chamber is more even. | |  | | | |  | |
|  | With the heat exchanger, the exhaust air temperature led to property exhaust air channels shall be 35% lower and the drying cabinet shall be 30% more energy efficient. | |  | | | |  | |
|  | The Cabinet shall use HEPA EU13 filtered airflow for safe drying of a wide variety of different devices. | |  | | | |  | |
|  | The Cabinet shall have automatic filter quality monitoring and condition indication. | |  | | | |  | |
|  | The Cabinet shall have filter change indication to user. | |  | | | |  | |
|  | The Cabinet shall have automatic reminder for maintenance or filter replacement during 50 drying cycles remaining. | |  | | | |  | |
|  | **Safety features** | | | | | | | |
|  | The Cabinet shall have PLC monitor the entire machine and provide any alert to user if any parameter is out of specification. | |  | | | |  | |
|  | The Cabinet shall monitor the drying air pressure to ensure proper drying performance and alarm if the pressure is too low. | |  | | | |  | |
|  | The Cabinet shall monitor the electric board temperature to ensure the unit safety and alarm if the temperature is too high. | |  | | | |  | |
|  | The Cabinet shall monitor the filter integrity to ensure proper drying performance and alarm if the filter is not function well. | |  | | | |  | |
|  | The Cabinet shall have double overheating protection to ensure operator safety. | |  | | | |  | |
|  | The Cabinet shall have password protection to prevent unauthorized program modification. | |  | | | |  | |
|  | **Safety and Product Standards** | | | | | | | |
|  | The Cabinet shall meet applicable requirements of the following standards: | |  | | | |  | |
|  | RoHs 2011/65/EU | |  | | | |  | |
|  | IEC 61010-1 | |  | | | |  | |
|  | IEC 61326-1 | |  | | | |  | |
|  | EN ISO 13485 | |  | | | |  | |
|  | **Physical Specification** | | | | | | | |
|  | Overall Size (W x D x H): 880 x 770 x 1970mm or smaller | |  | | | | Please specify: \_\_\_\_\_mm x \_\_\_\_\_mm x \_\_\_\_\_mm (W x D x H) | |
|  | Chamber Size (W x D x H): 686 x 605 x 1245mm or larger | |  | | | | Please specify: \_\_\_\_\_mm x \_\_\_\_\_mm x \_\_\_\_\_mm (W x D x H) | |
|  | Weight: 220 kg or less | |  | | | | Please specify: \_\_\_\_\_kg | |
|  | Electrical requirement: The equipment shall remain operational and within specifications throughout the voltage range of 220V ± 6%, 50Hz ± 2%, Single Phase, AC electrical supply. | |  | | | |  | |
|  | Maximum fascia heat transmission: 120W or less | |  | | | |  | |
|  | Total maximum heat transmission: 174W/m3 or less | |  | | | |  | |
|  | Mean sound power level (A): 68dB | |  | | | |  | |
|  | Peak sound power level (A): 70dB | |  | | | |  | |
|  | Exhaust duct: diameter 90mm or smaller. Maximum exhaust air flowrate: 30 l/s or less. | |  | | | |  | |
|  | **Accessories** | | | | | | | |
|  | The Goods shall be supplied with one lot of the following accessories: | |  | | | |  | |
|  | 10 x full-width wire shelves | |  | | | |  | |
|  | 10 x partial-width wire shelves | |  | | | |  | |
|  | 2 x AN hoses shelf | |  | | | |  | |
|  | 2 x respiration bags cassette | |  | | | |  | |
|  | 4 x hoses cassettes | |  | | | |  | |
|  | The full-width and partial-width wire shelves shall have perforated wire shelves design which allow maximum air flow, which promote drying performance. | |  | | | |  | |
|  | The full-width wire shelves shall have 618 mm (W) x 605 mm (D) or larger loading surface for item loading. | |  | | | |  | |
|  | The partial-width wire shelves shall have 359 mm (W) x 678 mm (D) or larger loading surface for item loading. | |  | | | |  | |
|  | The AN hose shelf shall hold 25 to 35 hoses or more hoses at the same time. | |  | | | |  | |
|  | The respiration bags cassette shall hold 7 or more respiration bags at the same time. | |  | | | |  | |
|  | The hose cassette shall hold 13 or more hoses with 1.2m length straight hanging. | |  | | | |  | |
|  | The cabinet shall accept the following accessories configuration within the same chamber: | |  | | | |  | |
|  | Configuration 1: 5 units of full-width wire shelves with 195 mm clearance between each level | |  | | | |  | |
|  | Configuration 2: 5 units of partial-width wire shelves with 195 mm clearance between each level, 1 unit of respiration bags cassette holding 7 units of respiration bags and 2 units of hoses cassette holding 13 units of 1.2m hose. | |  | | | |  | |
|  | Configuration 3: 8 units of hoses cassette holding 104 units of 1.2m hose | |  | | | |  | |
|  | **Other Requirements** | |  | | | |  | |
|  | All components shall be free of burrs, sharp edges, protrusion and other defects which may cause hazard to operator. All surfaces and edges shall be smooth and non-abrasive. | |  | | | |  | |
|  | The equipment shall be equipped with an over-current protective cutout device. | |  | | | |  | |
|  | The equipment shall be effectively bonded to earth unless it is double insulated. | |  | | | |  | |
|  | **Implementation Services** | | | | | | | |
|  | **Delivery Requirement** | | | | | | | |
|  | The potential supplier shall provide the conditions of delivery, including but not limited to packing and necessary environmental requirements for the CMH Operator’s consideration. | | |  | |  | | |
|  | The potential supplier shall arrange insurance coverage they think right and appropriate to cover damages to the equipment during the period of delivery, storage, installation, testing and commissioning. The potential supplier shall provide their own temporary protection for their works before hand-over of the works to the CMH. | | |  | |  | | |
|  | The potential supplier shall be responsible to clear away all packing materials, demolished and unused structural materials to a legal place after delivery/ installation of the equipment at his own cost. | | |  | |  | | |
|  | Full functional tests for demonstration of compliance of the Goods with operational and reliability requirements shall be provided by the potential supplier to the satisfaction of the CMH Operator. | | |  | |  | | |
|  | **Installation of the Goods** | | | | | | | |
|  | Coordination with the Design and Build Contractor and other Government contractors for the installation of the Goods. | |  | | | |  | |
|  | Inclusion of all installation work which shall be carried out by suitably qualified persons including without limitation registered electrical worker(s) with valid registration under relevant legislation. | |  | | | |  | |
|  | The potential supplier shall be responsible for installation including electrical cabling / wiring works and other building service provision, the supplier shall include the costing of the installation in their quotation or declare to request user/ requisite department to arrange with the relevant department of such installation work. The building service installations provided by the supplier shall comply with requirements of the General Specification for Building Service Installations in Government Buildings of the HKSAR (and any corrigendum) issued by the Architectural Services Department. | |  | | | |  | |
|  | The supplier shall be responsible for the builder’s works in relation to the installation of the equipment, including but not limited to wall opening, sealing of the gap between the equipment and wall opening, etc. The builder’s works provided by the supplier shall comply with requirements of the General Specification for Building (and any corrigendum) issued by the Architectural Services Department. | |  | | | |  | |
|  | The price quoted shall include local delivery, installation, on-site acceptance testing, commissioning and training. | |  | | | |  | |
|  | The potential supplier shall provide the conditions of delivery, including but not limited to packing and necessary environmental requirements for the CMH’s consideration. | |  | | | |  | |
|  | The potential supplier shall arrange insurance coverage they think right and appropriate to cover damages to the equipment during the period of delivery, storage, installation, testing and commissioning. The supplier shall provide their own temporary protection for their works before hand-over of the works to CMH. | |  | | | |  | |
|  | The potential supplier shall be responsible to clear away all packing materials, demolished and unused structural materials to a legal place after delivery/installation of the equipment at his own cost. | |  | | | |  | |
|  | The installation shall be in compliance with the relevant requirements of the latest edition of “Electrical Products (Safety) Regulation” under Electricity Ordinance, Cap. 406 and “Code of Practice for the Electricity (Wiring) Regulations” enforced by concerned parties (e.g. EMSD). | |  | | | |  | |
|  | **Training** | | | | | | | |
|  | **Local Operation and Service Training** | |  | | | |  | |
|  | On-site operational training shall be provided at no additional charges for a minimum of two operation staff. | |  | | | |  | |
|  | The supplier shall be responsible to provide at least One (1) session of on-site maintenance training to representatives of CMH upon request. The course shall cover basic theory of operation, circuit description, trouble-shooting technique, calibration and alignment, adjustment, etc. | |  | | | |  | |
|  | The time-table and commencement dates for the training shall be advised at least one month prior to the commencement of the course. Detailed syllabuses shall be submitted for approval, upon request. The practical part of the training shall coincide with the installation and commissioning of the Goods. | |  | | | |  | |
|  | **Documentation** | | | | | | | |
|  | **Operation and Service Manual** | |  | | | |  | |
|  | Two sets each of English operation manuals and service manuals with full parts list and all circuit diagrams shall be provided with the Goods before or at the time with the delivery. | |  | | | |  | |
|  | **Acceptance Tests** | | | | | | | |
|  | The Goods shall be tested for acceptance at site by the supplier with the witness of representatives of CMH. The test shall include checking on materials used, safety device/features, structure strength, functional test and performance. | |  | | | |  | |
|  | The potential supplier shall provide all testing instruments to conduct site acceptance tests. All testing instruments to be used for the acceptance test shall be calibrated and copies of calibration certificates or other supporting documents shall be forwarded to the CMH Operator for records. | |  | | | |  | |
|  | Full functional tests for demonstration of compliance of the equipment with operational and reliability requirements shall be provided by the potential supplier to the satisfaction of the CMH Operator. In the event that the Goods fails to conform to the above stated requirements, the potential supplier is required to carry out appropriate remedial measures and/or any rectification works, including replacement of the entire equipment, where deemed necessary. | |  | | | |  | |
|  | The supplier shall submit the acceptance test schedule, procedures, forms and testing method to the end-user for prior approval before the tests. | |  | | | |  | |
|  | **Indicative Warranty Service** | | | | | | | |
|  | The potential supplier shall guarantee the equipment or any part thereof for a period of at least 12 months commencing from the date of acceptance of the equipment. The potential supplier shall also replace faulty parts and provide both schedule and breakdown maintenance service by qualified maintenance personnel. In case of replacement of parts, they will be free of charge. | |  | | | |  | |
|  | The potential supplier shall submit as an essential part of the offer a yearly maintenance schedule during the warranty period indicating the number of preventive maintenance services required for ensuring a satisfactory performance of the equipment offered. Document, form, operation/service manual and/or manufacturer’s confirmation shall be submitted. If such information is not available, at least two times of preventive maintenance services shall be provided annually. The maintenance services shall be carried out in accordance with the maintenance procedures as described in the relevant equipment services manuals. | |  | | | |  | |
|  | The preventive maintenance work shall be carried out as follows with no additional charge:  Normal working hours  0900 - 1800 hours Monday to Friday, excluding public holidays | |  | | | |  | |
|  | The potential supplier shall be responsible to make good to the satisfaction of CMH Operator, any defects on the equipment due to improper workmanship, faulty design or component failure which may arise within the warranty period of the equipment. | |  | | | |  | |
|  | Upon notification by the CMH Operator of a defect (departure from performance specifications) in the operation of the equipment of part thereof, the supplier shall perform the corrective maintenance within 48 hours upon request from the CMH Operator. This service shall include all necessary repairs, adjustment and replacement of parts to restore the equipment to its normal operational conditions in a time of no more than 3 working days. If such work being maintenance are not completed at the end of particular normal working period, subject to the CMH Operator’s agreement, the maintenance work will either be completed on next working day, or arrangement will be made for the supplier to carry on working until the particular maintenance task is completed. | |  | | | |  | |
|  | Upon completion of the corrective maintenance works, the potential supplier shall submit a report on the equipment breakdown investigation result and corrective action taken. | |  | | | |  | |
|  | **Indicative Maintenance Service** | | | | | | | |
|  | The potential supplier shall quote the charge for annual maintenance services after the warranty period within the serviceable life of the proposed Goods. | |  | | | |  | |
|  | The potential supplier shall submit a price list of all spare parts of the Goods chargeable to the CMH Operator. For spare parts not covered by the submitted prices, the potential supplier must submit a quotation to the CMH Operator for consideration every time when spares are required. | |  | | | |  | |
|  | The potential supplier shall deploy properly trained service personnel to carry out the maintenance services and shall ensure that all necessary precautions for their safety are taken. | |  | | | |  | |
|  | The potential supplier shall provide free of additional charge corrective maintenance service for providing immediate repair service for the goods and related equipment in normal working hours. | |  | | | |  | |
|  | The maintenance services shall be carried out in accordance with the maintenance procedures as described in the relevant equipment services manuals. | |  | | | |  | |
|  | Upon notification by the CMH Operator of a defect (departure from performance specifications) in the operation of the equipment of part thereof, the potential supplier shall perform the corrective maintenance within 48 hours upon request from the CMH Operator. This service shall include all necessary repairs, adjustment and replacement of parts to restore the equipment to its normal operational conditions in a time of no more than 3 working days. If such work is not completed at the end of particular normal working period, subject to the user’s agreement, the maintenance work will either be completed on next working day, or arrangement will be made for the supplier to carry on working until the particular maintenance task is completed. | |  | | | |  | |
|  | Upon completion of the corrective maintenance works, the supplier shall submit a report on the equipment breakdown investigation result and corrective action taken. | |  | | | |  | |
|  | **Spare Parts** | | | | | | |
|  | The supplier shall guarantee the availability of maintenance spare parts for the anticipated life of the Goods.  Sufficient spare parts shall be held by the successful supplier to cater for the maintenance during the warranty period. |  | | |  | | |
|  | The suppliers, in their tender submission, shall provide a comprehensive list of recommended spare parts with unit prices valid for at least one (1) year after expiry of warranty. |  | | |  | | |

**Part 4 – Implementation Plan**

*(Note to Suppliers: Please provide the estimated time periods required for the completion of the following tasks, counting from the date of issue an order (“Order Date”). Both the start and end date of the Order Date is referenced as* ***Month 0****. The Goods should be* ***Ready for Use in the last month of the Implementation Plan.****)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Tasks of the Implementation Plan** | | **Estimated Time Period for**  **Performing the Tasks**  (The Order Date is set as Month **0**) | |
| **Start** (Month) | **End** (Month) |
|  | Order Date *(i.e. the date of order placed by the Government, if any)* | **0** | **0** |
|  | Submission of Site Preparation Information (if applicable) | **0** |  |
|  | Design of the Goods (if applicable) | **0** |  |
|  | Delivery of the Goods | **0** |  |
|  | Installation of the Goods | **0** |  |
|  | Implementation Services (*Please refer to* ***section B in Part 3*** *for details*) | **0** |  |
|  | Delivery of Documentation (*Please refer to* ***section D in Part 3*** *for details*) | **0** |  |
|  | Training (*Please refer to* ***section C in Part 3*** *for Details*) | **0** |  |
|  | Acceptance Tests | **0** |  |
|  | Any other tasks considered necessary by your company *(Please provide details, use separate sheet if space is insufficient)*: | **0** |  |
|  | Goods Ready for Use *(i.e. the date when the Goods has passed all acceptance tests and accepted by the Government)* | **0** |  |

**Part 5 – Information on Compliance with International, National and other Recognised Standards** **or Certifications (if applicable)**

(*Note to Suppliers: Please indicate in the box below whether the proposed Hot Air Dryer can meet with the standards stated in Column I* ***by inserting a tick in an appropriate box under Column III****. If your proposed Hot Air Dryer does not meet the standards stated in Column I, please indicate the equivalent standards met by your proposed Hot Air Dryer in Column IV. In any case,* ***please attach copies of relevant valid certificates to prove compliance with such standards****.*)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Column I** | **Column II** | **Column III** | | **Column IV** |
| International, National and other Recognised Standards or Certifications | Requirements | Comply with the Standard in Column I? | | Comply with the following equivalent standard  (*If “****No****” in Column III*) |
| Yes | No |
| IEC 61010-1 |  |  |  |  |
| IEC 61326-1 |  |  |  |  |
| EN ISO 13485 |  |  |  |  |
| RoHs 2011/65/EU |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Compliance with other international, national and recognised standard(s) or certification(s) in addition to the above (*please specify*) | | | | |
|  |  |  |  |  |

**Part 6 – Information on Licencing, Marketing Authorization and MDACS Listing (if applicable)**

(*Note to Suppliers: Please advise whether your company and the proposed Goods have the following licence, marketing authorization and Medical Device Administrative Control System (“MDACS”) listing. If affirmative, please provide copies of relevant licences, confirmation and certificates for our reference.)*

| Question | Licensing/Certification/Listing Information of the Goods | *(Please tick in the appropriate box)* | |
| --- | --- | --- | --- |
| #Yes | No |
| 1 | Does your company have valid licence(s) to sell, deal with, possess and use irradiating apparatus in Hong Kong issued under the Radiation Ordinance (Chapter 303 of the Laws of Hong Kong) (“IA Licence”)? |  |  |
| 2 | Has the proposed Goods been listed in a valid IA Licence? |  |  |
| 3 | Dose the proposed Goods have marketing authorization of Food and Drug Administration (FDA) of the United States? |  |  |
| 4 | If the proposed Goods has marketing authorization of FDA, please specify below the type of marketing authorization (i.e. approval, clearance or exemption).  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| 5 | Does the proposed Goods have marketing authorization of the European Union (EU) for affixing of CE marking on the product? |  |  |
| 6 | If the proposed Goods has marketing authorization of EU, please state the type of supporting document (\*delete which is not applicable).   * + - * 1. \*Declaration of conformity by the manufacturer; or         2. \*Certificate of conformity issued by a notified body. |  |  |
| 7 | Does the proposed Goods have marketing authorization in country/region other than United States and EU? Please specify below if your answer is “Yes”.  Country / Region : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| 8 | Has your proposed Goods been listed in the MDACS of the Department of Health? |  |  |
| 9 | What class of medical device is your proposed Goods (if applicable)?   1. EU : Class \_\_\_\_\_\_ 2. United States : Class \_\_\_\_\_\_ 3. Other country/region (please specify below):  * Country/Region \_\_\_\_\_\_\_\_\_ * Class \_\_\_\_\_\_\_\_\_ |  |  |

#Please provide a copy of the licence/confirmation/certificate for reference.

**Part 7 – Indicative Price Information**

(*Note* *to Suppliers: The price information provided in this Part 7 is for Government’s consideration only and shall not constitute any commitment on the part of the Government or your company. Nevertheless, please provide the information as accurate as possible.*)

**(a) Indicative Price Information for the Goods**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Description** | **Estimated**  **Quantity** | **Unit Price** | **Estimated Goods Price** |
| **One-time Unit Price (HK$)** | **Estimated Goods Price for the Item specified opposite**  **(HK$)** |
|  |  | **(a)** | **(b)** | **(c) = (a) x (b)** |
| 1 | Supply, delivery, installation, testing and commissioning of the Goods and related accessories, as more particularly specified in **section A1.1 in Part 3**, including the provision of a minimum 12-months warranty period. | 1 set |  | ***(Please also provide breakdown cost for key components of the Goods, if any)*** |
| 2 | Provision of implementation services as detailed in **section B in Part 3** | 1 lot |  |  |
| 3 | Provision of training services as detailed in **section C in Part 3** | 2 courses |  |  |
| 4 | Documentation as detailed in **section D in Part 3** | 1 lot |  |  |
| 5 | Other (please specify) | (please specify) |  |  |
| **Total One-time Charge**  (i.e. Sum of Estimated Goods Prices of Item 1- 5) | | | |  |

**Part 8 – Indicative Maintenance Charges and Spare Parts Price**

(Notes to Suppliers for completion of Part 8)

1. *Pursant to item 1 of Part 7(a) above, the proposed Goods shall have a warranty period of not less than 12 months. The indicative warranty service requirements are stipulated in* ***section F in Part 3****, which are subject to changes at the sole discretion of the Government.*
2. *Indicative maintenance service requirements after the free warranty period are stipulated in* ***section G in Part 3****, which are subject to changes at the sole discretion of the Government*
3. *It is expected that the maintenance services shall be comprehensive, all inclusive and shall cover all parts, components, labour and software support services. If your company considers that any components of the Goods may not be covered by the maintenance services (****saving that the labour shall always be covered by the maintenance services****) and may need to be charged separately, please indicate replacement costs of these components and their replacement frequency.*
4. *The annual maintenance charge within the serviceable life of the proposed Goods* ***is adjustable in accordance with the consumer price index (B) upon the expiry of each 12-months period of maintenance service****.*
5. **Indicative Maintenance Prices of the Proposed Goods**

| **Year** | **Annual Maintenance Charge**  **(HK$ per annum)** |
| --- | --- |
| First 12-months period of maintenance service after the end of warranty period |  |

1. **Indicative Replacement Prices of Goods’ Components not covered by the Maintenance Services (if applicable) (***Leave the following table blank if not applicable***)**

(*Note to Suppliers:* ***The labor costs for replacement of these components shall always be covered by the maintenance charges for the provision of the maintenance services*** *regardless whether the prices for the supply of these components are covered by the maintenance services or not.)*

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Name of Items | Indicative  Replacement Price (HK$/no.) | Indicative Replacement Frequency (*e.g. once every 3 years*) |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |

1. **Indicative overtime charges for provision of maintenance services after office hours (if applicable)**

(*Office hours mean 9 am to 6 pm from Monday to Friday excluding public holidays*)

|  |  |  |
| --- | --- | --- |
| (a) | Rates of overtime charges for maintenance service outside the office hours | HK$ per hour |
| (b) | Minimum service hour(s) per call | service hour(s) per call |

1. **Indicative Prices for Replacement of Other Spare Parts (if applicable)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Item | Name of Items | Price (HK$/no.) | Indicative Replacement Frequency (*e.g. once every 3 years*) | Expected time for delivery  (weeks) |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| 6 |  |  |  |  |

1. **Indicative Price for Annual Support Services of Software (if applicable)**

(*Note to Suppliers:* Please provide below annual charge for support services of the Goods’ software during the serviceable life of the Goods for the CMH Operator’s consideration. *The support services should include but not limited to:*

1. *provision and renewal of software toolkits, access codes, passwords, software keys and hardware keys, etc. necessary for all kinds of adjustments, in-depth diagnosis and trouble shooting of the Goods; and*
2. *version upgrade of the software.)*

|  |  |
| --- | --- |
|  | (a) Free of charge during serviceable life |
|  |  |
|  | (b) Yearly cost at $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Part 9 – Supplementary Information**

1. Number of proposed Goods Already Installed (leave blank if information is not available)

In Hong Kong : \_\_\_\_\_\_\_\_\_\_ sets

Globally : \_\_\_\_\_\_\_\_\_\_ sets

1. Year of Launch of the Proposed Goods (leave blank if information is not available)

My/our proposed Goods was first launched in the market in Year \_\_\_\_\_\_\_\_\_\_\_\_\_

1. Pre-Installation Requirements of the Proposed Goods (if any)

*(Pre-installation requirements may include any preparation work and provisions that are necessary for the installation of the Goods, such as the requirements of ceiling mount support, power supply requirements, etc.)*

**END**