

30 January 2023

To Whom It May Concern,

### Invitation to Tender for Gym Equipment

Dear Sir/Madam,

The Hong Kong, China Rowing Association (HKCRA) would like to invite Tender for the supply of Gym Equipment from your company, according to the specifications, quantities and requirements specified in the **Annex 1** attached.

Please complete and return the Tender Form (**Annex 2**) by e-mail to [facilitiesmgt@rowing.org.hk](mailto:facilitiesmgt@rowing.org.hk) **on or before 14 February 2023 (Tue), 15:00 Hong Kong Time**. Please note carefully the following terms and requirements for quotation:

#### **Terms & Conditions:**

1. All units of Gym equipment must be safe and easy for use.
2. Full technical specifications and materials of the equipment shall be submitted with the replies, together with product photos/brochures and other specifications.
3. References should be provided by the supplier that demonstrate their products have been used in various events and activities with long-term reliability.
4. The estimated delivery date from confirmation of order shall be stated.
5. Validity of the replies shall be 90 days from the deadline closing date.
6. Replies received after the closing date will not be considered.
7. HKCRA reserves the right to accept partial supply or all items in this Tender.
8. All prices quoted shall be in Hong Kong dollars (HK\$).
9. The company should indicate one year warranty period for all items.
10. Supplier is required to separate every item to submit in total **7** replies.
11. Photos from **Annex 1** are only for reference, supplier is free to provide any other brand which must be well recognized and supported.
12. Prices provided in the quotation shall include all charges including manufacturing, supply, door-to-door delivery, insurance and related costs. ***Please incorporate all costs - including shipping, door to door delivery, insurance etc. - into the unit cost and not as separate tender items.*** Please don't indicate insurance and door to door delivery costs separately in the quotation form. Door to door delivery should be to "Sha Tin Rowing Centre, 27 Yuen Wo Road, Shatin, NT, Hong Kong or Jockey Club Shek Mun Rowing Centre, No. 27 On King Street, Sha Tin. N.T. (Subject to HKCRA's final decision)

**The deadline of this Tender shall be 14 February 2023 (Tue), 15:00 Hong Kong Time. Company failing to comply with the above terms may not be considered.**



**Hong Kong, China**  
**ROWING ASSOCIATION**  
**中國香港賽艇協會**

*Passion to go beyond 熱愛·無限*

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🌐 [www.rowing.org.hk](http://www.rowing.org.hk)  
📘 [hkrowing](https://www.facebook.com/hkrowing)  
📷 [hkrowing](https://www.instagram.com/hkrowing)  
📍 Jockey Club Shek Mun Rowing Centre,  
No. 27 On King Street,  
Sha Tin, Hong Kong  
香港沙田安景街廿七號  
賽馬會石門賽艇中心

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Affiliated to Fédération Internationale des Sociétés d'Aviron, Sports Federation & Olympic Committee of Hong Kong, China and Hong Kong Water Sports  
本會乃社團註冊之有限公司及國際賽艇聯合會、中國香港體育協會暨奧林匹克委員會及香港水上運動議會之屬會。

If you require further technical information in order to prepare your offer, please contact our Technical Director - Mr. Kenny WU - at [kennyw@hksi.org.hk](mailto:kennyw@hksi.org.hk) with copy to [facilitiesmgt@rowing.org.hk](mailto:facilitiesmgt@rowing.org.hk).

Thank you for your kind attention.

## Hong Kong, China Rowing Association



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🌐 www.rowing.org.hk

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📍 Jockey Club Shek Mun

Rowing Centre,  
No. 27 On King Street,  
Sha Tin, Hong Kong  
香港沙田安景街廿七號  
賽馬會石門賽艇中心

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As at 30.1.2023

Annex 1 (Ref No.: CSTB/S&R 4023C/03(22))

**Specifications of Gym Equipment**

**Item 1 - 7:**  
**Gym Equipment List**

<p><b>Bicep/Tricep Machine</b></p>	<p>1 unit</p>	
<p><b>Leg press Machine</b></p>	<p>1 unit</p>	

<p><b>Assist Chin Dip</b></p>	<p>1 unit</p>			
<p><b>Smith Machine</b></p>	<p>1 unit</p>			
<p><b>Dumbbell Set with Rack</b></p>	<p>1 unit</p>			

<p><b>Preacher Curl Bench</b></p>	<p>1 unit</p>	
<p><b>Stretch Trainer</b></p>	<p>1 unit</p>	

Please submit quotes in 7 separate replies per item. Attached photos for reference only. Suppliers are welcomed to provide any other brand which must be well recognized and supported.

If you require further technical information in order to prepare your offer, please contact our Technical Director - Mr. Kenny WU - at [kennyw@hksi.org.hk](mailto:kennyw@hksi.org.hk) with copy to [facilitiesmgt@rowing.org.hk](mailto:facilitiesmgt@rowing.org.hk).

**Hong Kong, China Rowing Association**

**Tender Form**

**Tender : Ref No.: CSTB/S&R 4023C/03(22)**

*\* Please return the completed Quotation Form on or before 15:00hrs, 14 February 2023 (Tue)*

Attn: Hong Kong, China Rowing Association

E-mail to: [facilitiesmgt@rowing.org.hk](mailto:facilitiesmgt@rowing.org.hk)

Name of Company: \_\_\_\_\_ Date: \_\_\_\_\_

Address of Company: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Position: \_\_\_\_\_

E-mail: \_\_\_\_\_ Contact no.: \_\_\_\_\_

Item	Descriptions	Quantity	Unit Price (HK\$)	Total Price (HK\$)	Estimated Production Time	Estimated Delivery Time to Hong Kong
1						
Total Tender Sum (HK\$):						

**Points to Note: - PLEASE KINDLY REFER TO THE TERMS AND CONDITIONS LISTED ON THE TENDER INVITATION LETTER**