

8 January 2024

To Whom It May Concern,

### **Invitation to Tender for 1x Rowing Boat Rack**

Dear Sir/Madam,

The Hong Kong, China Rowing Association (HKCRA) would like to invite Tender for the supply of 4 units of 1x Rowing Boat Rack 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 15 January, 2024 (Monday), 15:00 Hong Kong Time**. Please note carefully the following terms and requirements for quotation: -

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

1. Full technical specifications and materials of the equipment and shall be submitted with the reply, together with product photos/brochures and other specifications.
2. Selected supplier should provide well recognized and supported brand.
3. All equipment supplied shall be compatible with each other and in same brand.
4. Selected supplier is required to provide all necessary data to the Association if necessary.
5. The estimated delivery date from confirmation of order shall be stated.
6. Validity of the tender shall be 90 days from the deadline closing date.
7. Replies received after the closing date will not be considered.
8. HKCRA reserves the right to accept partial supply or all items in this Tender.
9. All prices quoted shall be in Hong Kong dollars (HK\$).
10. The company should indicate one year warranty period for all equipment.
11. 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 Tender form. Door to door delivery should be to "Jockey Club 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 15 January, 2024 (Monday), 15:00 Hong Kong Time.  
Company failing to comply with the above terms may not be considered.**

If you require further technical information in order to prepare your offer, please contact our Facilities Manager - Ms. Chinz CHIN - at [chinz.c@rowing.org.hk](mailto:chinz.c@rowing.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



**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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LEE Ka Man, OLY  
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Fenella NG, OLY  
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財務總監  
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呂錦志先生  
吳家樂女士 OLY  
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湯少文小姐  
謝家德博士 JP, OLY  
魏理思先生  
王文偉先生

秘書  
楊振華先生

☎ (852) 2699 7271  
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✉ [hkcra@rowing.org.hk](mailto:hkcra@rowing.org.hk)  
🌐 [www.rowing.org.hk](http://www.rowing.org.hk)  
📱 [hkrowing](https://www.facebook.com/hkrowing)  
📱 [hkrowing](https://www.instagram.com/hkrowing)

📍 Jockey Club Sha Tin Rowing Centre  
No. 27 Yuen Wo Road, Sha Tin, N.T.  
沙田源禾路27號賽馬會沙田賽艇中心

A company limited by guarantee.  
Affiliated to Fédération Internationale des  
Sociétés d'Aviron and Sports Federation &  
Olympic Committee of Hong Kong, China  
and Hong Kong Water Sports Council.

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之屬會及香港水上運動議會之屬會。

As at 04.01.2024

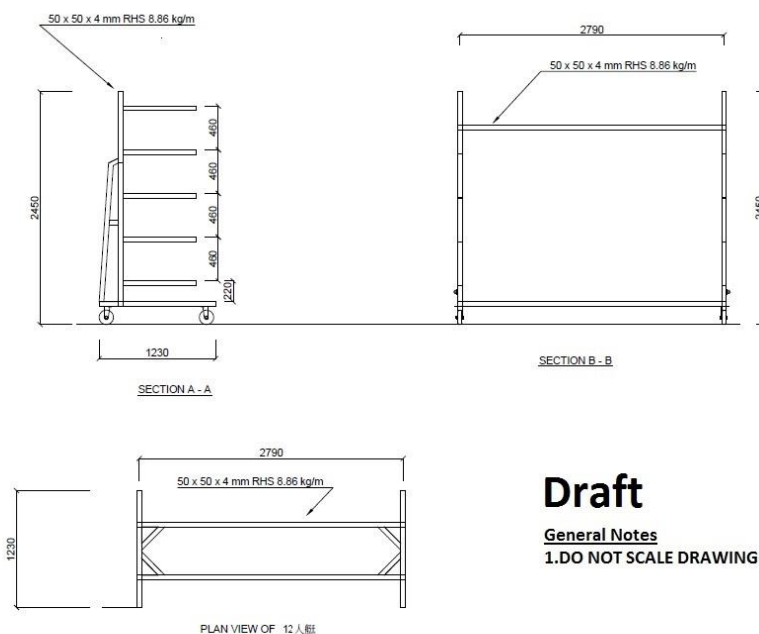
**Annex 1 (Ref No.: CSTB/S&R 4023C/01(23))**

## **Specifications of 1x Rowing Boat Rack**

Please provide the full technical specifications and materials of the equipment, together with product photos/brochures and other design / specifications (if any). Supplier shall be responsible to ensure the equipment is/are safe to use. Details and photos of our equipment attached below for your kind reference.

### **1x Rowing Boat Rack**

<b>Materials</b>	Galvanized, durable, with painting
<b>Quantity</b>	4 units with 6 levels
<b>Other requirement</b>	<ol style="list-style-type: none"> <li>1. 4 units of lockable and steering wheels</li> <li>2. Protection materials on the storage rack</li> <li>3. Safe and easy for users to use</li> </ol>



**Draft**

**General Notes**

1.DO NOT SCALE DRAWING

If you require further technical information in order to prepare your offer, please contact our Facilities Manager - Ms. Chinz CHIN - at [chinz.c@rowing.org.hk](mailto:chinz.c@rowing.org.hk) with copy to [facilitiesmgt@rowing.org.hk](mailto:facilitiesmgt@rowing.org.hk).

Thank you for your kind attention.

(852) 2699 7271

(852) 2601 4477

@hkrcra@rowing.org.hk

www.rowing.org.hk

hkrowing

hkrowing

Jockey Club Sha Tin Rowing Centre, No. 27 Yuen Wo Road, Sha Tin N.T.

沙田源禾路27號 賽馬會沙田賽艇中心

A company limited by guarantee. Affiliated to Fédération Internationale des Sociétés d'Aviron, Sports Federation & Olympic Committee of Hong Kong, China and Hong Kong Water Sports Council.

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

**Hong Kong, China Rowing Association**  
**Tender Form**  
**Tender : Ref No.: CSTB/S&R 4023C/01(23)**

*\* Please return the completed Tender Form on or before 15 January, 2024 (Monday)*

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**