

06 September 2019

To Whom It May Concern

Dear Sir/Madam

**Tender for Design and Fabrication of a Metal – Plastic Overmoulding Mould and a Metal Melt Flow Evaluation Test Rig (Ref : SM00059)**

You are invited to submit the tender according to the attached specifications.

Your tender must be completed in two proposals, namely “Technical Proposal” and “Fee Proposal” with **one set of original document, three sets of copy and one soft copy on CD/USB Flash Drive for each Proposal.** They must be sealed in two plain envelopes, marked with “**Technical Proposal**” and “**Fee Proposal**”, tender reference, subject of tender and closing date on the cover and lodged in the HKPC Tender Box by hand or courier on or before **12:00 noon, 20 September 2019 (HK Time)**. Late tenders may not be accepted.

Please contact the following parties for enquiries:

	Contact Person	Phone	E-mail Address
(i) Primary Contact	Ms. Fanny CHENG (Officer, Procurement)	(852) 2788 5980	fanny@hkpc.org
(ii) Secondary Contact	Mr. Timothy TO (Manager, Procurement)	(852) 2788 5643	timothyto@hkpc.org

The Hong Kong Productivity Council reserves the right to accept the whole or part of the tender and is not bound to accept the highest or any tender.

Yours faithfully



Vivian LIN  
Chief Financial Officer  
Finance & Procurement Division  
Hong Kong Productivity Council

Encl

VL/VC/HT/fc



Hong Kong Productivity Council  
香港生產力促進局  
HKPC Building, 78 Tat Chee Avenue, Kowloon, Hong Kong  
香港九龍達之路78號生產力大樓

