NOTES:

(1) If the tenderer is a limited company (including incorporated joint venture), insert the information in the spaces provided at Form of Tender – P.3.

(2) If the tenderer is an unincorporated joint venture, insert the information in the spaces provided at Form of Tender – P.4 to P.5.

(3) If the tenderer is a sole proprietorship or a partnership, insert the information in the spaces provided at Form of Tender – P.6.

(4) In all cases, insert the number(s) and the expiry date(s) of the business registration certificate(s) here:

Name: ___________________________ Name: ___________________________
Business Registration Number: ___________________________ Business Registration Number: ___________________________
Expiry Date: ___________________________ Expiry Date: ___________________________

Name: ___________________________
Business Registration Number: ___________________________
Expiry Date: ___________________________

Name: ___________________________
Business Registration Number: ___________________________
Expiry Date: ___________________________

{Internal Remark: Please update the following for submission to a tender board other than the Central Tender Board}

To: The Chairman,
Central Tender Board,
Lobby of the Public Entrance on the Ground Floor,
East Wing, Central Government Offices,
2 Tim Mei Avenue, Tamar,
Hong Kong

1 If the tenderer is a partnership or an unincorporated joint venture, provide the required information of all partners or all participants of the unincorporated joint venture.
FORM OF TENDER – P.2

1. Having inspected the Site, the Articles of Agreement and all documents referred to in the Articles of Agreement, I/we offer to Provide the Works as may from time to time be instructed and in conformity with the conditions of contract, additional conditions of contract, *Scope/Works Information* and *bill of quantities/activity schedule* [and the technical resources and technical proposals submitted in accordance with Clause GCT 4(1)(d) of the General Conditions of Tender]. The tendered total of the Prices as defined in this contract is Hong Kong dollars

__________________________________________________________________________ [HK$ _______________

2. I/We agree to abide by this Tender for the period of [90 days] from the date, or the extended date if this has been extended, of expiry fixed for receiving the same and it shall remain binding upon me/us and may be accepted at any time before the expiration of that period.

3. Unless and until the Articles of Agreement is prepared and executed, this Tender together with the written acceptance thereof by the *Client/Employer* subject to the provisions of clause 2 hereof shall constitute a binding contract between us.

4. I/We understand that the *Client/Employer* reserves the right to negotiate with any tenderer about the term of the offer and is not bound to accept any tender irrespective of whether the tender is the lowest offer or, where the assessment of the tenders is based on a marking scheme or formula approach, the tender is with the highest overall score.

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* Delete as appropriate

2 Use “Works Information” for NEC3 form or use “Scope” for NEC4 form.

3 Delete the text in square brackets when Formula Approach is adopted for tender evaluation.

4 Information to be inserted by the Project Office (normally 90 days).

5 Use “Employer” for NEC3 form or use “Client” for NEC4 form.
FORM OF TENDER – P.3

NOTE: To be inserted in case the tenderer is a limited company

Name ________________________________________________________________

Signature _____________________________________________________________

in the capacity of ____________________________________________________

duly authorised to sign tenders for and on behalf of (name of the limited company)

_____________________________________________________________________

Registered address of the limited company

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

Name of Witness ______________________________________________________

Signature of Witness ___________________________________________________

Occupation of Witness _________________________________________________

Address of Witness ___________________________________________________

_____________________________________________________________________

Date ____________________________
**FORM OF TENDER – P.4**

NOTE: To be inserted in case the tenderer is an unincorporated joint venture

<table>
<thead>
<tr>
<th>Name</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Signature</td>
<td>Signature</td>
</tr>
<tr>
<td>in the capacity of</td>
<td>in the capacity of</td>
</tr>
</tbody>
</table>

...duly authorised to sign tenders for and on behalf of...

(name of the participant of the unincorporated joint venture)

Registered address of the participant of the unincorporated joint venture

<table>
<thead>
<tr>
<th>Registered address of the participant of the unincorporated joint venture</th>
</tr>
</thead>
<tbody>
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<td>Signature</td>
<td>Signature</td>
</tr>
<tr>
<td>in the capacity of</td>
<td>in the capacity of</td>
</tr>
</tbody>
</table>

...duly authorised to sign tenders for and on behalf of...

(name of the participant of the unincorporated joint venture)

Registered address of the participant of the unincorporated joint venture

<table>
<thead>
<tr>
<th>Registered address of the participant of the unincorporated joint venture</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

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6 Insert the information of all participants of the unincorporated joint venture in the spaces provided. In case of more than four participants, insert an additional page following the above format.
FORM OF TENDER – P.5

Trading in Hong Kong with a business name of (the name of the unincorporated joint venture)

Correspondence address of the unincorporated joint venture

Name(s) of Witness(es) ____________________________

Signature(s) of Witness(es) ____________________________

Occupation(s) of Witness(es) ____________________________

Address(es) of Witness(es) ____________________________

Date ____________________________

7 In case more space is required for the information of the witness(es), insert an additional page following the above format.
FORM OF TENDER – P.6

NOTE: To be inserted if the tenderer is a sole proprietorship or a partnership

Name ___________________________ Name ___________________________
Signature ________________________ Signature ________________________
Residential address ___________________________ Residential address ___________________________
________________________________________________________________________________________________________________________________________________________________
Name ___________________________ Name ___________________________
Signature ________________________ Signature ________________________
Residential address ___________________________ Residential address ___________________________
________________________________________________________________________________________________________________________________________________________________

Trading in Hong Kong with a business name of (the name of the sole proprietorship or the partnership)

Correspondence address of the sole proprietorship or the partnership

Name(s) of Witness(es) ___________________________ ___________________________
Signature(s) of Witness(es) ___________________________ ___________________________
Occupation(s) of Witness(es) ___________________________ ___________________________
Address(es) of Witness(es) ___________________________ ___________________________
Date ___________________________ ___________________________

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8 Insert the information of the sole proprietor or all partners of the partnership in the spaces provided. In case of more than four partners, insert an additional page following the above format.

9 In case a partner of the partnership is a body corporate, its registered address shall be provided instead.

10 In case more space is required for the information of the witness(es), insert an additional page following the above format.