中國香港劍道協會有限公司
THE KENDO ASSOCIATION OF HONG KONG, CHINA LIMITED

Invitation of Tender
for
Hotel Accommodation
(27th March 2024– 1st April 2024)

Tender Closing Date and Time:
18th December 2023 12:00noon

Warning against Bribery

1. The tenderer shall not and shall ensure that his agents and employees shall not give or offer any advantages to any agent or employee of The Kendo Association of Hong Kong, China (the "HKKA"), as defined under the Prevention of Bribery Ordinance. The tenderer is also prohibited from colluding with other bidders in this tendering exercise in whatever forms (e.g. price rigging). Any breach of or non-compliance with these clauses by the tenderer shall, without affecting the tenderer's liability for such breach or non-compliance, invalidate his tender.

2. If the supplier/contractor or any employee or agent of the supplier/contractor shall be found to have committed an offence under the Prevention of Bribery Ordinance in relation to the tender or the contract, the HKKA may terminate the contract without entitling the supplier/contractor to any compensation therefore, and the supplier/contractor shall be liable for all losses and expenses necessarily incurred by the HKKA as the result of such termination of the contract.

Submission of Tenders

3. Tenderers must submit their tenders before the tender closing date and time specified in the tender documents. Any tenders received after the tender closing time shall not be considered.

4. Tenders should be placed in a sealed envelope and deposited in HKKA mail box: Rm 1029, Olympic House, No. 1 Stadium Path, So Kon Po, Causeway Bay, Hong Kong

5. The awarded tender will be notified by telephone and email within 10 working days and be invited to enter into a contract with the HKKA.

<u>Background Information</u>

The Kendo Association of Hong Kong, China ("HKKA") is going to organise the 20th Hong Kong Asian Open Kendo Championships at To Kwa Wan Sport Centre, it is expected to have around 350 participants. We would like to invite tender for hotel accommodation.

Tender Specifications & Requirements – Hotel Accommodation

1. All rooms should be provided by one hotel and at the same location; location preference will be given to proximity to To Kwa Wan Sports Centre.

2. The hotel must reserve at least the number of rooms as specified below.

Earliest Check-in Date 27th March 2024 (Wednesday)
Latest Check-out Date 1st April 2024 (Monday)

Tentative No. of Rooms Required

Date	Single Room	Double Room	Triple Room
27 March 2024 (Wed)	3	3	3
28 March 2024 (Thu)	15	15	3
29 March 2024 (Fri)	30	45	20
30 March 2024 (Sat)	60	80	30
31 March 2024 (Sun)	20	40	5
1 April 2024 (Mon)	4	2	3

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(To be filled by bidder)

Name of Hotel: _____

Hotel Address: _____

_____

Room Type / Rate (HK$):
1) Single room per night including breakfast
2) Double room per night including breakfast
3) Triple / Double room + 1 bed per night including breakfast

*Cross out where appropriate

Remarks / Additional Privileges (if any): _____

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