

Request for Tender of

Green Manufacturing Index for Hong Kong and Guangdong –

Research and Application

(Funded by PASS Scheme)

I. Project Name:

Green Manufacturing Index for Hong Kong and Guangdong – Research and Application (Funded by PASS Scheme)

II. Reference Number:

CMAIDF-PASS20171001

III. Responsible Organization:

CMA Industrial Development Foundation Limited (CMAIDF)

IV. Project Outline:

CMAIDF was granted by Professional Services Advancement Support Scheme (PASS scheme) in 2017 funds to develop the "Green Manufacturing Index for Hong Kong and Guangdong", in response to feedback from industries regarding the high cost and manpower required "Product Carbon Footprint label". It is intended to help manufacturers more easily participate in the increasingly important area of green products and eco-friendly labelling.

This project will focus on,

- 1) Self-assessment by manufacturers, which must be simple and only involve easily executed information,
- 2) One assessment can cover all products under the same brand name,
- 3) Cooperate with reputable and well-understand HK and Guangdong manufacturing market organizations to draft "Self-assessment criteria" and "Green Manufacturing Index for HK and Guangdong", so it will be scientific and highly recognized, After a trial run of self-assessment, pilot companies' feedback will be used to fine-tune the "Self-assessment criteria" and "Green Manufacturing Index for HK and Guangdong" to create a final version to be launched,
- 4) If self-assessed companies are interested in labelling their products, they can contact their corresponding certification body to obtain a license,
- 5) Finally, there will be seminars in HK and Guangzhou to launch the details.

V. Service Requirements:

Required responsibilities are listed but not limited to:

- a. Support in sharing previous experience in countries outside China

with similar schemes.

b. Review the revised first draft of “Green Manufacturing Index for HK and Guangdong” and prepare for pilot trails

c. Review and revise the final version “Green Manufacturing Index for HK and Guangdong” according to feedback collect from the trail run

d. Attend and give speech to the 2 seminars in HK and Guangzhou respectively

VI. Project timeline and deliverables:

31st Dec, 2017 Submit comprehensive information of previous experience in countries outside China with similar schemes .

30th Aug, 2018 Complete reviewing and revisions of first draft of “Green Manufacturing Index for HK and Guangdong”

31st Mar, 2019 Complete reviewing and revisions of final version of “Green Manufacturing Index for HK and Guangdong”

Apr - Jun, 2019 Attend and give speech to the 2 seminars in HK and Guangzhou

VII. Project Effective Region:

Hong Kong Special Administrative Region and Guangzhou, People Republic of China

VIII. Project type:

Professional Service

IX. Required qualifications:

- a. Good business reputation and healthy financial situation, with good system for accounting / financial reporting.
- b. With competence to complete tasks listed
- c. No serious illegal record in the past 3 years
- d. Never been forbidden from tendering to Governments and related organization, etc.
- e. Significant experience and operations in related topics (product carbon emission evaluation, product environmental design evaluation, etc) over the past 5 years.
- f. Never had business registration or operation license etc. withdrawn
- g. Never been suspended from tendering due to vender qualification
- h. Assets never been frozen or taken-over
- i. Not involved in fraudulent tendering, grave breach of contract or serious safety / quality issues in the past 3 years.
- j. Joint application is not accepted.

X. Documents to submit:

- a. Business registration or equivalent (1 copy with company stamp, origin or scanned)
- b. Quotation (tax included, with manpower and mandays), (1 copy with

company stamp)

- c. Project proposal (with tasks and time schedule, mandays arrangement, etc)

All submitted documents must be complete and clear.

Electronic copies should be sent to josephchiu@cmatcl.com on or before 15th Sep, 2017.

XI. Contact:

Mr. Joseph Chiu (Certification Manager),

Tel: 852-26908280

Email: josephchiu@cmatcl.com

CMA Industrial Development Foundation Limited

1st August, 2017

Notes for price list

1、 Requirements

1.1 General:

(1) If the added value of all items is found to differ from the total value, the lower value will be considered as the actual price. In case of an obvious error of decimal place found, the total value will be considered as the actual price.

(2) All discount or special offer must be listed in each item

1.2 Please specify currency used in the price list and convert the total amount to HK\$ at the end.

1.3 All price listed will be understood to include market risks and other possible variation causes to be considered. Hence, related payment will only be refers to the listed amount. In case evaluation committee judges the price significantly deviated from the market price, the application will be considered as unsuccessful.

Price list (tax included)

Unit: GBP

	Item (with description)	Manday	Price
1	Preparation phase: After receiving the document which defines defines the direction of "Green Manufacturing Index for HK and Guangdong", Carbon Trust will complete a document which outlines relevant experience, thoughts, lessons-learned, alternatives to be considered, potential issues which need solutions and initial potential solutions to consider; which will assist CMAIDF and CQCGZ to create the first draft. Complete before 31st Dec, 2017 Apr - Jun, 2019	4.5	4050
2	Development phase: Review of first draft - suggested improvements (alternatives) on technical, practical and how worded/explained (especially finding simplest/cheapest ways, which are easy to understand and implement, but with enough rigour that it achieves its purpose, is respected, and seen as useful. Complete before 30th Aug, 2018	3.5	3150
3	Pilot phase: Review of final draft(including case studies) - similar to first review, using lessons from pilots, and finalising presentation of the document. Also, small ad hoc support during pilot to answer queries which arise will be supported. Complete before 31st Mar, 2019	7	6300
4	Propagation (promotion phase): Attend and present at a conference (including preparation and unproductive travel time) Complete before 30th Jun, 2019	5.5	4950
Total			18450
Total (in HK\$) 189,481.5 (GBP 1 = HKD10.27)			

Please list what tax(es) is/are included _____

Signature _____ (with company stamp)

Name _____

Company _____

