

Tender Document

Network Transformation and Optimization

for

**Hong Kong Chu Hai College,
80 Castle Peak Road, Castle Peak Bay,
Tuen Mun, Hong Kong**

Hong Kong Chu Hai College Limited

June 2023

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SECTION ONE: INFORMATION TO TENDERERS

1.1. Preambles

The purpose and intent of this “Information to Tenderers” is to facilitate the tenderers to submit tender for providing accounting system and after sales service support at Hong Kong Chu Hai Collage (the “HKCHC”). in Hong Kong, Tuen Mun, New Territories.

The tender document consists of:

- 1) Information to Tenderers;
- 2) Functional and Technical Specification Requirements;
- 3) Scope of Work;
- 4) Tender Evaluation;
- 5) Terms and Conditions of Agreement

The tenderer shall check the number of pages of all the documents attached. Should there be any missing or indistinct pages, the tenderer shall inform the Employer at once and have the same rectified.

Should the tenderer for whatsoever reason be in doubt as to the precise meaning of any description or item, clarification shall be made for correct meaning before the closing time for tender submission.

1.2. The Site

The Site for the Works are located at the School Campus, Hong Kong Chu Hai College, 80 Castle Peak Road, Castle Peak Bay, Tuen Mun, New Territories, Hong Kong as confined within the building lot.

1.3. Tender Inquires

Any inquiries from tenderers concerning this tender shall be directed to the HKCHC and attention to fo@chuhai.edu.hk.

1.4. Tender Closing Date

All tenders must be submitted complete, entire and in the required to HKCHC not later than **3:00 p.m. on 26 June 2023 (Monday)**. Tenders received after the closing time will NOT be accepted.

Please note that the closing time and date shall automatically be deferred to 3:00 pm on the next earliest possible working day if Tropical Cyclone Warning Signal No. 8 or above is hoisted or Black Rainstorm Warning is announced by the Government before and remains hoisted beyond the closing time. However, the closing time and date will remain unchanged should the Tropical Cyclone Warning Signal No. 8 or above or Black Rainstorm Warning be lowered or withdrawn two hours or more before the specified closing time.

Should a tenderer discover a genuine error in the tender after it has been deposited, written amendment submitted on or before the closing time of the tender submission may be accepted.

1.5. **Delivery of Tenders**

One set of original and 2 sets of copy must be submitted by hand, courier delivery or registered mail. One set should be marked “Original” and the other two sets marked “Copy”. In the event of any discrepancy between the copies, the “original” one will be taken as the true Tender.

The tender is to be submitted in a sealed envelope labeled “Tender of Network Transformation and Optimization for Hong Kong Chu Hai Collage” and “Private & Confidential” and be addressed to the following:

Company	Hong Kong Chu Hai Collage Limited
Address	E701, 7/F, Chu Hai College, 80 Castle Peak Road, Castle Peak Bay, Tuen Mun, New Territories, Hong Kong
Contact	Finance Office
Tender Box Location	Registrar’s Office, 1/F, Hong Kong Chu Hai College, 80 Castle Peak Road, Castle Peak Bay, Tuen Mun, New Territories, Hong Kong

1.6. **Confidentiality Provision**

The terms of this tender and all other information provided by us in connection with this initiative are to be treated by your company as strictly confidential and proprietary. Such materials are to be used by your company solely for the purpose of responding to this tender. Access to this information shall not be granted to third parties except on prior written consent of HKCHC and upon the written agreement of the intended recipient to treat the same as confidential. We may request at any time that any of our material be returned or destroyed at our election.

1.7. **This Tender is NOT an Offer to Agreement**

This tender is not an offer to agreement, nor should it be construed as such. It is a definition of specific requirements of HKCHC and an invitation to recipients to submit a responsive proposal addressing such requirements. The Company reserves the right to make no selection and enter into no agreement as a result of this tender. Only the execution of a written agreement between the Company and a Tenderer will obligate the Company in accordance with the terms and conditions contained in such agreement.

1.8. **Your Response to this Tender Constitutes an Offer to do Business**

It should be understood that your responsive to this tender constitutes an offer to do

business on the terms stated in your proposal and should an agreement be awarded to you, the Company may, at its option, incorporate all or any part of your proposal to this tender in the agreement. The Company reserves the right to accept your offer without further discussions and without any additional opportunity for you to amend, supplement or revise your submitted offer after Tender Closing Date.

1.9. Rights Of Hong Kong Chu Hai Collage Limited

The Company reserves the right to reject all proposals, to accept one which is not at the lowest cost or one which provides a lesser or larger range of services than indicated in this tender.

The Company is not bound to give any explanation or reason for the rejection of any of the proposals or for the award or non-award of the agreement to any or none of the tenderers.

1.10. Incurred Expenses & Property Rights

This tender does not commit or obligate the Company to pay any expenses incurred by you in the preparation of your proposal. All such expenses are solely at the risk of the tenderer. By submitting your tender you agree that all proposals to this tender shall become the property of the Company.

1.11. Non-Use of Hong Kong Chu Hai Collage Name

You shall not use the names, trademarks, or proprietary indicia of HKCHC nor its parent corporation, subsidiaries or affiliates as a reference, or in any advertising, announcement, press release or promotional materials, including testimonials, quotations, case studies, and other endorsements. No exceptions are granted without prior written consent from the Company.

1.12. Media Release

In addition to obligations under your existing confidentiality agreement with the Company, you will not make (or cause to be made) any public announcement relating to this tender or the Company evaluation process, and shall not otherwise publicize, confirm the existence of or comment on this tender in any manner, without the express written consent of the Company.

1.13. Gifts or Payments

Tenderers shall not offer, agree to give or give any gift or consideration of any kind to any employee or representative of the Company or its affiliated enterprises as an inducement or reward for any act, including, without limitation, refraining from an act and showing favour or disfavour to any person or entity, in relation to the evaluation and consideration of this proposal or award of this or any other agreement by HKCHC.

SECTION TWO: FUNCTIONAL AND TECHNICAL SPECIFICATION REQUIREMENTS

This tender aims to acquire up-to-date WiFi equipment and network switches for the routine maintenance and expansion of existing WiFi systems.

It also allows bidders to submit an alternative proposal based on hardware equipment for participation in the bidding process.

Devices from brands like Aruba, Huawei, H3C, and Ruijie are welcome to participate in the bidding process.

Aruba:

Aruba is a leading network solutions provider specializing in secure, high-performance wireless and wired network infrastructure for enterprises. Founded in 2002, Aruba is now a subsidiary of Hewlett Packard Enterprise (HPE). Aruba's products and services include wireless access points, switches, security appliances, network management software, and other related networking technologies.

Aruba's network solutions are widely used across various industries, such as education, healthcare, retail, government, hospitality, and enterprise. Core strengths of Aruba include:

Performance: Aruba provides high-performance network equipment to meet the ever-growing demands of devices and applications.

Security: Aruba's network security solutions offer comprehensive protection for enterprises, covering data, devices, and user security.

Ease of use: Aruba's network management software simplifies network configuration and troubleshooting, reducing the workload for IT departments.

Innovation: Aruba continually introduces new technologies and products to meet customer demands for faster, more reliable, and more secure networks.

Huawei:

Huawei is a leading global information and communications technology (ICT) solutions provider, originating from China. Established in 1987, Huawei has grown into a multinational company that offers a wide range of products and services, including telecommunications equipment, consumer electronics, and enterprise networking solutions.

Huawei's primary business segments are:

Carrier Network: Huawei provides telecommunications operators with cutting-edge network infrastructure, including 5G, 4G/LTE, and 3G technologies, as well as optical and IP transmission equipment.

Enterprise Business: Huawei offers a broad portfolio of enterprise networking solutions, including switches, routers, security appliances, data center infrastructure, and cloud computing services.

Consumer Business: Huawei is a major player in the global smartphone market, providing a range of mobile devices, wearables, and smart home products. Alongside smartphones, Huawei also manufactures tablets, laptops, and various accessories.

H3C:

H3C, also known as Hangzhou H3C Technologies Co., Ltd., is a leading provider of information and communications technology (ICT) solutions based in China. Established in 2003 as a joint venture between Huawei and 3Com, H3C was later acquired by Hewlett-Packard and subsequently became a part of Hewlett Packard Enterprise (HPE). In 2016, Unisplendour Corporation, a subsidiary of Tsinghua Holdings, acquired a majority stake in H3C, making it an independent company.

H3C offers a wide range of products and services, including:

Networking: H3C provides a comprehensive portfolio of networking products, such as switches, routers, wireless access points, and network security appliances for various industries and organizations.

Data Center: H3C offers data center infrastructure solutions, including servers, storage systems, and related management software to support the growing demand for data processing and storage.

Cloud Computing: H3C delivers cloud computing solutions, including private, public, and hybrid cloud platforms, as well as cloud management software and services to help businesses transform their IT infrastructure.

Internet of Things (IoT): H3C is involved in developing IoT solutions, providing networking, edge computing, and management technologies for connecting and managing a wide range of devices and sensors.

Ruijie:

Ruijie Networks is a leading network solution provider based in China, specializing in the research and development, manufacturing, and sales of networking products and solutions for various industries and organizations. Established in 2000, Ruijie Networks has grown into a prominent player in the global information and communications technology (ICT) market.

Ruijie Networks offers a comprehensive range of products and services, including:

Networking: Ruijie provides a wide array of networking products, such as switches, routers, wireless access points, and network security appliances, catering to the needs of different industries and organizations.

Data Center: Ruijie offers data center solutions, including high-performance switches,



servers, storage systems, and related management software to support the increasing demand for data processing and storage.

Cloud Computing: Ruijie delivers cloud computing solutions, including private, public, and hybrid cloud platforms, as well as cloud management software and services that help businesses modernize their IT infrastructure.

Smart Campus: Ruijie specializes in providing smart campus solutions, integrating network infrastructure, IoT applications, and management systems to create intelligent, connected environments for educational institutions.

SECTION THREE: SCOPE OF WORK

3.1 The scope of supply and service covers the design, supply, delivery, installation, setup, integration, testing and commissioning, warranty and maintenance for the Wireless Network for Hostel and all related components.

The works to be carried out shall include the following:

3.1.1 Supply and install all the required network equipment and application on-site and they must be fully complied with all requirements specified in Section 2 of this specification.

3.1.2 Configure all equipment and application according to the requirement of this wireless network, including AP mounting and unmounting work and etc.

3.1.3 Provision of access control function and work flow for authenticating and authorizing the user.

3.1.4 Customize the web pages of required portal (for user authentication) according to HONG KONG CHU HAI COLLEGE requirement

3.1.5 Perform patching in server room and MDF rooms for connecting up all the equipment

3.1.6 Provision of High Availability architecture to prevent single point of failure.

3.1.7 Provision of monitoring and logging feature for keep tracking the status of user, including login information and status, for troubleshooting and statistic purpose

3.1.8 Provision of all necessary hardware and software required for the operation of this wireless network.

3.1.9 Perform User Acceptance Test (UAT) to fulfill the acceptance level of the solution.

3.1.10 Provide maintenance and support services for all hardware and software within a required period

3.1.11 Provide coordination work with all parties from time to time in this project for scheduling and technical issues, includes IT department.

3.1.12 Follow the Main Contractor's Master Program. In addition, please find the major project milestone dates of main contract in the tender (Appendix I).

3.1.13 Coordinate with Main Contractor for the installation sequence of IT equipment.

3.1.14 Allow for necessary coordination and meeting with project consultant, main contractor and all other nominated / direct contractor employed by HONG KONG CHU HAI COLLEGE to suit the site progress.

3.1.15 Coordinate with the main contractor on the builder and E&M provision, e.g. wall opening, cable containment, cable installation, power requirement, etc.

3.1.16 Provide the following documentations

Schedule plan

Network and Connection Diagram

Configuration Record and Guide

Hardware and Software Inventory List

User Acceptance Plan



SECTION FOUR: AGREEMENT OF NETWORK TRANSFORMATION AND OPTIMIZATION

Only the main terms of the agreement (contract type, buyer, supplier, contract period, project content and price, payment method) are specified here, and the specific contract content will be negotiated separately by both parties.

This agreement is entered into on the date set forth in Part 4 hereto (the “Effective Date”), by and between the party set forth in Part 2 hereto (the “Purchaser”) and the party set forth in Part 3 hereto (the “Vendor”) in the following Property according to the Terms and Conditions mentioned hereinafter:

Part 1 – Type of Agreement

Network Transformation and Optimization at Chu Hai College of Higher Education

Part 2 – The Purchaser

Chu Hai College of Higher Education Limited, a company with a principal place of business at Chu Hai College of Higher Education, 80 Castle Peak Road, Castle Peak Bay, Tuen Mun, New Territories, Hong Kong

Part 3 – The Vendor

Company Name : _____

Contact Person : _____

Contact No. : _____

Business Registration Certificate No. : _____

BR Date of Expiry : _____

Registered Address : _____

Part 4 – Agreement Period (Effective Date)

Twelve (12) months commencing from **1st July 2023 to 31st June 2024** (Both dates inclusive)

Part 5 – Services Charges

The brief description given hereunder is to be read in conjunction with the whole Tender and Agreement document.

Item	Description of item	Price
1.	GF~5F network equipment	HK\$
2.	GF~5F - replace existing AP - high platform included - patching cord included at both side - Not include Cabling work - Mount switch & devices	HK\$



3.	Per Year 7x24x4 On-site support service	HK\$
4.	AP point security detection service	HK\$
5.	WIFI network security detection service	HK\$
Total Contract Sum		HK\$

Part 6 – Payment Term

The Vendor shall submit to the Company (“Hong Kong Chu Hai Collage Limited”) an original invoice upon order confirmation. The settlement of payment will only be proceeded by the Company upon the receipt of the original invoice.

SECTION FIVE: TENDER EVALUATION

The following evaluation system is applicable to all bids:

Criteria	Percentage
- Price	70%
- Experience and Comprehensive strength of the bidder	20%
- After Sales Service	10%
Total	100%

SECTION SIX: TERMS AND CONDITIONS OF AGREEMENT

In consideration of the mutual promises in the Agreement including these Terms and Conditions (“this Agreement”), the Vendor and the Purchaser agree as follows:

1 Confidential Information

- 1.1 Neither Party shall disclose to any third party any Confidential Information of the other Party, or use the other Party’s Confidential Information except in the proper performance of its obligations under this Agreement (or, in the case of Purchaser, its use of the Services performed under this Agreement). “Confidential Information” means any information which relates in any way whatsoever to any research, development, trade secrets, customers, technology, systems, proprietary products or business affairs of a Party, but does not include information which (a) is at the time of its disclosure publicly known; or (b) was rightfully known by the receiving Party at the time of disclosure; or (c) is lawfully received from a third party not bound by any confidentiality obligations to the owner of such Confidential Information. Each Party will share the other Party’s Confidential Information on a “need to know” basis, and must give its personnel (including but not limited to employees, officers, agents and contractors) notice of the confidentiality obligations in this Agreement and the requirement to be bound by them. If there is a breach or threatened breach of this Section, remedies at law may be inadequate and the injured Party will have the right, without proof of special damages (in addition to its other legal rights) to seek an injunction or other equitable relief to enforce this Section.
- 1.2 Vendor may only disclose Purchaser’s Confidential Information to the Vendor’s Personnel who are directly involved in the provision of the Services and who need to know the information. Vendor shall ensure that such Vendor’s Personnel are aware of, and comply with, the confidentiality obligations in this Agreement.
- 1.3 Vendor shall not, and shall procure that Vendor’s Personnel do not, use any of Purchaser’s Confidential Information received otherwise than for the purposes of this Agreement.
- 1.4 Vendor shall notify Purchaser immediately upon discovery of any unauthorized use or disclosure of Confidential Information, or any other breach of this Section 16 by Vendor, and shall cooperate with Purchaser in every reasonable way to help Purchaser regain possession of the Confidential Information and prevent its further unauthorized use or disclosure.
- 1.5 Upon the expiry or termination of this Agreement or at Purchaser’s request,



whichever is the earlier, Vendor shall forthwith return to Purchaser (or at Purchaser's option, destroy and certify the destruction of) all originals, copies, reproductions, notes, summaries and extracts of, containing or relating to Confidential Information which are in Vendor's possession, custody or control.

- 1.6 All Confidential Information are and shall remain the property of Purchaser. By disclosing Confidential Information to Vendor, Purchaser does not grant any express or implied right to Vendor to or under any of Purchaser's patents, copyrights, design rights, trademarks, trade secrets or other intellectual property or other proprietary rights.
- 1.7 The provisions of this Clause 1 shall survive the expiry or termination of this Agreement.

2 Intellectual Property Rights

Subject to Clauses 2.3 and 2.4:

- 2.1 Purchaser shall not acquire any right, title or interest in or to the Intellectual Property Rights of Vendor or its licensors, including:
- a) the Intellectual Property Rights relating to Vendor's Software;
 - b) the Intellectual Property Rights relating to the Third Party Software; and
 - c) Vendor's Background Intellectual Property Rights.
- 2.2 Vendor shall not acquire any right, title or interest in or to the Intellectual Property Rights of Purchaser or its licensors, including:
- a) the Intellectual Property Rights relating to Purchaser's Software;
 - b) the Intellectual Property Rights relating to Purchaser's documentation, processes and procedures;
 - c) the Intellectual Property Rights relating to Purchaser's know-how;
 - d) the Intellectual Property Rights relating to Purchaser's Data;
 - e) the Intellectual Property Rights relating to the Database;
 - f) Purchaser's Background Intellectual Property Rights; and
 - g) the Intellectual Property Rights relating to the Work Product.
- 2.3 Where either party acquires, by operation of law, title to Intellectual Property Rights of the other referred to in Clauses 2.1 or 2.2, and such acquisition is inconsistent with the allocation of title set out in Clauses 2.1 or 2.2, such



Intellectual Property Rights shall be assigned by it to the other party on the request of the other party, whenever that request is made.

- 2.4 Purchaser hereby grants to Vendor a royalty-free, non-exclusive, non-transferable licence during the term of this Agreement to use:
- a) the Purchaser's Software;
 - b) the Purchaser's documentation, processes and procedures; and
 - c) the Purchaser's Data and the Database, including the right to grant sub-licences to its Sub-Contractors, provided that any relevant Sub-Contractor has entered into a confidentiality undertaking with Vendor in a form reasonably acceptable to Purchaser.
- 2.5 The licence granted in Clause 2.4 is granted solely to the extent necessary for performing the Services in accordance with this Agreement. Vendor shall not use such licensed materials ("Purchaser Materials") for any other purpose. Vendor will not, and will not permit any Vendor's Personnel to use any Purchaser Materials for the benefit of any person or entity other than Purchaser without the prior written approval of Purchaser, which may be withheld at Purchaser's sole discretion.
- 2.6 In the event of the termination or expiry of this Agreement, the licences referred to in Section 2.4 shall terminate automatically and Vendor shall deliver to Purchaser all Purchaser Materials licensed to Vendor pursuant to Clause 2.5 in its possession or control.

3 Publicity

Vendor must not use the name, trademarks, service marks, logos, domain names, Web sites, or any other identifiers of Purchaser or any of Purchaser's Affiliates in any way without prior written approval of Purchaser.

4 Entire Agreement

This Agreement is the entire agreement between the Parties with respect to the subject matter of this Agreement. The appendix and schedules attached to or referred to in this Agreement are incorporated by reference. If there is a conflict between these Terms and Conditions and any Schedule, the provisions of these Terms and Conditions (as they may be amended by mutual agreement of the Parties) will prevail. No change or amendment to this Agreement will be valid unless it is in writing and signed by an authorized representative of both Parties.

5 Governing Law

This Agreement shall be construed in accordance with the laws of Hong Kong and both Parties agree to submit to the non-exclusive jurisdiction of the courts of Hong Kong.

6 Time is of the Essence

Vendor acknowledges that time is of the essence with respect to the performance of its obligations hereunder.

7 No Waiver

The failure of either Party to insist upon or enforce strict performance by the other Party of any part of this Agreement or to enforce any right under this Agreement shall not be construed as a waiver or a relinquishment of such Party's right to assert or rely upon such provision or any other provision of this Agreement.

8 Counterparts and Electronic Signatures

This Agreement, and all agreements executed hereunder, may be executed in counterparts, with the same effect as if the Parties had signed the same document. Each counterpart so executed shall be deemed to be an original, and all such counterparts shall be construed together and shall constitute one Agreement. The counterparts of this Agreement and any agreement executed hereunder may be executed and delivered by facsimile or other electronic signature by any of the Parties to any other Party and the receiving Party may rely on the receipt of such document so executed and delivered by facsimile or other electronic means as if the original had been received.

9 Conditions Affecting the Maintenance Services

The Vendor shall satisfy himself as to nature of the systems and its general location with the site. Any failure on the part of the Vendor to obtain reliable information as to the conditions under which the maintenance services are to be carried out shall not relieve him from any risks or responsibility for the performance of his obligation under this Agreement.

10 Compliance with laws

10.1 The Parties hereto mutually agree, for themselves and their employees, agents and intermediaries, that they will not pay, and will not permit or suffer any agent, intermediary or employee to pay, directly or indirectly, any money or thing of value, to any official of the government of any nation or political subdivision thereof, or any of their agencies, instrumentalities, corporations or ventures, or to any political party, official thereof, or any candidate, for the purposes of influencing the acts, omissions or decisions, in an official capacity, of such official, party or candidate in violation of his/her or its lawful duty or inducing him or it to exercise his/her or its influence to affect or influence any act or decision of such government or instrumentality or to obtain or retain business for Vendor or Purchaser.

10.2 Moreover, before making payment of any money or thing of value on behalf of,



or with funds directly or indirectly received from Vendor or Purchaser, the Parties hereto will make such inquiry as the circumstances may indicate is prudent into whether the immediate recipient and any ultimate recipient or beneficiary of such payment may have any official status with the government of any nation or political subdivision thereof, or any of their agencies, instrumentalities, corporations or ventures, or with any political party, official thereof, or any candidate for political office.

- 10.3 Should either Party become aware of a possible violation of Section 10.1 and/or 10.2, or of the facts and circumstances from which a prudent person could conclude that further inquiry is necessary to determine whether such a violation has occurred, is occurring or is likely to occur, such Party will give representatives designated by the other Party immediate notice of such violation, facts or circumstances, and will cooperate fully, and direct all agents, employees and other person(s) the other Party may retain or direct in connection herewith, to cooperate fully, with any inquiry or investigation the other Party may conduct.

11 Exclusion of Rights

Notwithstanding any other provisions of this Agreement, a person who is not a party to this Agreement shall not have any right under the Contracts (Rights of Third Parties) Ordinance to enforce any provisions of this Agreement. This does not affect any right or remedy of such third party which exists or is available apart from that Ordinance.

12 Disputes

This agreement and the rights and obligations of the parties hereunder shall be governed by the construed in all respects in accordance with the laws of Hong Kong Special Administrative Region and the parties hereto submit to the non-exclusive jurisdiction of the Hong Kong Courts.