

**PART 4**  
**CONTRACT SCHEDULE 2**  
**Wages and Working Conditions**  
**< To be Inserted into Technical Envelope >**

A Tenderer is required to submit the following information for evaluation of Tenders.

- (a) The Contractor shall pay each Property Attendant not less than the wage(s) as specified below (the wages are calculated on the basis as stipulated in Paragraph 10.1(a) of the Terms of Tender) –

Staff	Monthly Wage that will be paid to each Property Attendant during the Contract Period (HK\$) (Note 1 and 2)
Property Attendant	

- Note 1. The proposed monthly wage offered by a Tenderer for its Property Attendants **shall not be less than HK\$15,074**, which is derived from the average monthly salary for the building attendant who is employed under 3-shift system (8 hours per shift) under Real Estate Maintenance Management (more commonly known as Property Management) as published in Table 220-19013 (Average monthly salaries, average number of normal working hours per day and average number of standard working days per month of supervisory, technical, clerical, service and miscellaneous non-production workers by industry by occupation by sex) (September 2024) as published by the Census and Statistics Department. The Tenderer must pay the committed wage to them as specified or on a pro rata basis for any variations. If the Tenderer fails to comply with the wage requirements, its tender will not be considered further.
2. Only one wage per month per staff should be filled in the table, in case the Tenderer offers other than a definite committed monthly wage rate for its Property Attendant, the tender will only be assessed on the basis on the lowest monthly wage stated for evaluation purpose.

Name of Tenderer : \_\_\_\_\_

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- (b) The Contractor shall not allow the Property Attendants to work more than the daily maximum allowable net working hour (i.e. excluding meal break) as specified below -

Staff	Daily Maximum Allowable Net Working Hour for each Property Attendant engaged exclusively under the Contract (Note 3 and 4)
Property Attendant	

Note 3. The daily maximum allowable net working hours (i.e. excluding meal break) for each Property Attendant **shall not be more than twelve (12) hours excluding meal break.**

Note 4. If a Tenderer fails to indicate any daily maximum allowable net working hour for its Property Attendant in its Tender on or before the Tender Closing Time, the Tender will be evaluated but the respective working hours proposed will be deemed to be more than eleven (11) hours excluding meal break for the purpose of tender evaluation. If the Tenderer offers the daily maximum allowable net working hour of eleven (11) hours or less in a subsequent clarification in writing upon request by the Government Representative at any time before the tender exercise is completed, the Tender will only be assessed on the basis that the daily maximum allowable net working hour offered by the Tenderer is more than eleven (11) hours. However, the smaller number of working hours offered by this Tenderer shall become binding if the Contract is subsequently awarded to this Tenderer.

Name of Tenderer : \_\_\_\_\_