

CONTRACT SCHEDULE 1
Price Schedule
< To be Inserted into Price Envelope >

Part A – Estimated Contract Value**Item 1 : Provision of Building Attendant Services to the Civil Aid Service Headquarters**

Item	Description – Provision of Building Attendant Services to CAS Headquarters (Monday to Sunday including General Holidays)	No. of Hours per Shift (excluding meal time) (Hour)	No. of Building Attendants required (No.)	Monthly Rate per Building Attendant (HK\$)	Total Amount (HK\$)
			(a)	(b)	(c) = (a) x (b) x 36 months
1	A Shift 07:00 hrs. to 15:00 hrs.	8	2		(i)
	B Shift 15:00 hrs. to 23:00 hrs.	8	2		(ii)
	C Shift 23:00 hrs to 07:00 hrs	8	1		(iii)
	D Shift (Work during A shift, B shift or C Shift)	8	3		(iv)
Total Amount for Item 1 [(i)+(ii)+(iii)+(iv)] (HK\$):					

Name of Tenderer : _____

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Part A - Estimated Contract Value (cont'd)**Item 2: Provision of Additional Building Attendants on an “as-and-when-required” Basis**

Item	Description	Estimated No. of man-hours (d)	Unit Rate (HK\$) (e)	Total Amount (HK\$) (f) = (d) x (e)
2	Additional Building Attendant Services	100 man-hours	<div style="border-top: 1px solid black; text-align: center;">per man-hour</div>	

Notes :

- (i) A Tenderer should note that its Tender will be considered on an **“overall”** basis. **A Tender with only partial offer will result in the Tender not being considered further.**
- (ii) Notwithstanding the prices quoted for Item 1, the actual Monthly Fee payable to the Contractor shall be calculated in accordance with Clause 51 of the Conditions of Contract.
- (iii) The Monthly Rate per Building Attendant prices quoted for Item 1 and the Unit Rate quoted for Item 2 shall be inclusive of all the costs for the provision of Services, such as staff wages, insurance, the contributions of Mandatory Provident Fund and other operational costs, etc. as well as the cost of uniform & accoutrement and mobile phone.
- (ii) The Unit Rate quoted for Item 2 applies to additional man-hours required. There should be no minimum order requirement for additional man-hours per request. The actual number of additional man-hours required may be more or less than the estimated figure provided above.
- (iii) Tender price will be assessed on the basis of the Estimated Contract Value (i.e. Total for Items 1 and 2) quoted by the Tenderer in this Price Schedule.

Estimated Contract Value (i.e. Total for Item 1 + Item 2) :**HK\$:** _____

Name of Tenderer : _____

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Part B - Payment Discount

A Tenderer is requested to indicate in the space provided below the discount it would offer on the Monthly Fee if payment is made in full within fourteen (14) clear working days from the date of receipt of the Contractor's invoice or from the date of acceptance of the Services, whichever is the later : _____ % discount.

- Note :
- (i) A Tenderer should insert the word 'NIL' in the space provided above if it does not offer any payment discount. It will be assumed no payment discount will be offered if the Tenderer does not input any figure in the space provided above.
 - (ii) The fourteen (14) clear working days for the payment discount mentioned above shall be calculated from (excluding Saturday and General Holiday) the date of the receipt of the Contractor's invoice or the date of acceptance of the Services, whichever is the later.
 - (iii) Any prompt payment discount offered by the Tenderer will not be taken into consideration in the tender price assessment.
 - (iv) The prompt payment discount will be rounded to the nearest 2 decimal places, if the offered discount is more than 2 decimal places.

Name of Tenderer : _____