

**Certification of Heat Stroke Prevention Work Plan**  
**(To be Inserted into the Technical Envelope)**

**Tender Reference: CAS022024**

**Invitation to Tender / Contract Title: Provision of Building Attendant Services to Civil Aid Service Headquarters**

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

I, \_\_\_\_\_ [full name of registered safety officer], hereby certify that the Heat Stroke Prevention Work Plan prepared and submitted by the Tenderer in respect of the above-mentioned Invitation to Tender has been checked in full compliance with the requirements set out in Paragraph 8.2.1 of the Terms of Tender issued by the Government in relation to the above-mentioned Invitation to Tender.

**Signature of Safety Officer:** \_\_\_\_\_

**Registration Reference under the Labour Department:** \_\_\_\_\_

**Expiry Date of Registration under the Labour Department:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Note 1: The signatory of this Certification of Heat Stroke Prevention Work Plan hereby authorise Civil Aid Service to obtain information from the Labour Department and give consent to the Labour Department to provide information about the signatory's registration status with the Labour Department under the Factories and Industrial Undertakings (Safety Officers and Safety Supervisors) Regulations (Cap. 59Z) to Civil Aid Service for the purposes of assessment of our Tender under this Invitation to Tender and subsequent management of the Contract.

Note 2: Regardless of the mode the Tender is submitted (viz. via paper-based tendering or electronic tendering (if applicable)), this must be signed and submitted as part of the Tender by the Tender Closing Time, otherwise the Tender will not be considered further. However, if a photocopy or scanned copy of this document signed by the above Safety Officer has been submitted (and which will be the case for electronic tendering if applicable), the Government reserves the power, but not the obligation, to request the original for further verification after the Tender Closing Time. In preparing this certification, please adopt the above wording, otherwise, the Tender may not be considered further. Where any blank has not been completed (apart from the name block and signature block), the Government reserves the power, but not the obligation, to request resubmission after the Tender Closing Time.

**Annex E to the Terms of Tender**

**Heat Stroke Prevention Work Plan**  
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Tenderer shall submit a Heat Stroke Prevention Work Plan by the Tender Closing Time. For details, please refer to Paragraph 8.2 of the Terms of Tender.

*(Please use separate sheet if required.)*

A Tenderer shall note that its Tender will **not** be considered further if by the Tender Closing Time, the Tenderer fails to submit the Heat Stroke Prevention Work Plan as required in Paragraph 8.2 of the Terms of Tender.

A Tenderer shall note that its Heat Stroke Prevention Work Plan must be **certified by a registered safety officer** using the form set out in Annex E to the Terms of Tender above.