Invitation for Expression of Interest
3-Year Maintenance Contract of Chiller Plant Systems at Cyberport

We, ISS EastPoint Property Management Ltd ("ISSEP'), on behalf of Hong Kong Cyberport Management Company Limited ("HKCMCL"), invite interested parties to submit Expressions Of Interest ("EOI") for **3-Year Maintenance Contract of Chiller Plant Systems at Cyberport**.

Interested parties shall complete the attached "Expression of Interest (EOI)" and return to us together with the required documents specified in Instructions for Submission of Documentation by fax to 3157 1177 **on or before 3:00pm of 22 July 2014** ("EOI Closing Date"). Late submissions will not be accepted.

After the EOI Closing Date, we may short-list and invite qualified companies to submit their tender proposals. Tender document will be sent to the short-listed companies. We are not bound to invite tender proposals and/or award any contract to any of those parties which have submitted an EOI.

If the company does not submit a tender or reply slip after replying to this notice, ISSEP reserves the right to suspense the company to tender for a period of time.

All costs and expenses incurred for or in connection with any response to this invitation, including the preparation of any submission, shall be borne entirely by the party concerned without recourse to us. Please note that submissions are being invited on a non-committal basis and this Invitation does not constitute any part of an offer by us.

In case of doubt, please contact **Mr Ivan Ko** at **3166 3504** directly.

Date of Issue: **9 July 2014**

Instructions for Submission of Documentation

Interested parties shall submit the following documentary.

1. Copy of Business Registration (BR);
2. By completing the table in Appendix 1 –Expression of Interest;
3. Job Reference and
4. Non-disclosure agreement

Appendix 1 - Expression of Interest

Expression of Interest for 3-Year Maintenance Contract of Chiller Plant Systems at Cyberport

We would like to express our interest for tendering **3-Year Maintenance Contract of Chiller Plant Systems at Cyberport.**

Name of our representative(s) designated for this engagement:	1. 2. 3.
Company's Name:	
Address:	
Size of Company:	
Name of Authorized Representative:	
Signature of Authorized Representative and Title:	
Date:	
Tel No:	
Fax No:	
Email Address:	

Important Note

It is a must that interested tenderers fax their EOI to 3157 1177 if they intend to participate in this tendering. The interested tenderers should call us upon sending over of their EOI decision via **3166 3504**. Please note that only short-listed company will be invited to submit tender proposal.

NON-DISCLOSURE AGREEMENT

Tender for 3-Year Maintenance Contract of Chiller Plant Systems at Cyberport

This Non-Disclosure Agreement ("Agreement") is made between ***[Name of Contractor]***

whose office is located at ***[Contractor official office address]***

(hereinafter called "THE CONTRACTOR") of the one part;

and

ISS EastPoint Property Management Limited, located at Cyberport Management Office, Unit 401, Level 4, IT Street, Core A, Cyberport 3, 100 Cyberport Road, Hong Kong. (hereinafter called "**ISSEP**") of the other part;

1. The Details of Confidential Information is the results of **3-Year Maintenance Contract of Chiller Plant Systems at Cyberport**

2. This agreement intended to have THE CONTRACTOR guarantees in writing that all specifications and all other information including the test report results, progress of inspection work etc. understood to be a confidential nature and made available only to 'ISSEP'. During the performance of its services, THE CONTRACTOR shall be kept strictly confidential to all information and shall not sell, transfer, or divulge any such information in any manner to anyone without the prior written consent of ISSEP.

3. The form of "**Confidential Information**" shall mean any information in written, graphic, machine-readable or other tangible form. Confidential Information also includes non-tangible oral or visual information prepared by THE CONTRACTOR regardless of whether marked as "Confidential".

4. THE CONTRACTOR shall not disclose all or parts of Confidential Information to any third party individual, corporation, press media or other entity without the prior written consent of ISSEP.

5. This Agreement is made under and shall be construed according to the Laws of the Hong Kong Special Administrative Region of the People's Republic of China (hereinafter referred to as "HKSAR"), without reference to conflicts of law provisions or principles. Any dispute, controversy or claim arising out of or relating to this Agreement, or the breach termination or invalidity thereof, shall be settled by arbitration in accordance with the **UNCITRAL** Arbitration Rules as at present in force. The appointing authority shall be Hong Kong International Arbitration Centre **(HKIAC)**. The place of arbitration shall be in Hong Kong at HKIAC. There shall be one arbitrator. The language to be used in the arbitral proceedings shall be English.

Dated this _____

Signed: _____ Signed: _____
(with company chop)

Name: _____ Name: _____Colman LI_____
[THE CONTRACTOR] ISS EastPoint Property Management Ltd.