

Tender Notice

T/2017/012: Cyberport website revamp and Marketplace Mini-website production

Hong Kong Cyberport Management Company Limited (“HKCMCL”) invites interested parties to submit tender for the **Cyberport website revamp and Marketplace Mini-website production**.

The scope of the tender is to design and develop 1 website and 1 mini-website:

- Cyberport website revamp – A website revamp project with website features include multimedia files posting, event calendar and registration and job posting.
- Marketplace – A mini-website under Cyberport website features Cyberport’s community members and tenants’ directory

Interested parties with relevant experience shall fill-in the enclosed forms (Reply to Tender Notice and Confidentiality and Non-Disclosure Undertaking) and send it to the following on or before 7 August 2017 (Mon):

By Post:

Hong Kong Cyberport Management Company Limited
Units 1102-04, Level 11, Cyberport 2,
100 Cyberport Road,
Hong Kong

Attn: Manager – Compliance and Procurement

Or by email: procurement@cyberport.hk AND elizachan@cyberport.hk / stanleyliu@cyberport.hk

Or by fax : (852) 3027 0385

Tender document will be sent to the interested parties.

If the company does not submit a tender or decline for submission after having replied to this notice, the company may be suspended from quotation 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 HKCMCL.

Please note that submissions are being invited on a non-committal basis and this Invitation does not constitute any part of an offer by HKCMCL. HKCMCL is not bound to award any contract to any of those parties which have replied to this notice.

Date of Issue: 25 July, 2017

Reply to Tender Notice

**T/2017/012: Cyberport website revamp and Marketplace Mini-website
production**

Please complete and return this form to HKCMCL by email, by fax or by post **no later than 7 August 2017 (Mon)**.

By post : Units 1102-1104, Level 11, Cyberport 2, 100 Cyberport Road, Hong Kong
By fax : (852) 3027 0385
By email : procurement@cyberport.hk AND elizachan@cyberport.hk /
stanleyliu@cyberport.hk

We are interested to tender. Please send us one set of tender document.

(If the tenderer does not submit a tender or decline for submission after have replied to HKCMCL with this form, the tenderer will be suspended from quotation for 3 months.)

Name in block letters:

Company name:

Company address:

Tel. no.:

Fax. no.:

E-mail address:

Signature and company chop

Date: _____

CONFIDENTIALITY AND NON-DISCLOSURE UNDERTAKING

This Undertaking is given by the undersigned in favour of Hong Kong Cyberport Management Company Limited (HKCMCL) in consideration of HKCMCL agreeing to supply to the undersigned copies of the Notes to Tenderer, Conditions of Tender, Articles of Agreement, General Conditions of Contract and Request for Proposal (collectively the "Tender Documents") for the Tender for Cyberport website revamp and Marketplace Mini-website production and to allow the undersigned to carry out a further study and prepare a proposal in response and pursuant to the Tender Documents (the Authorised Purpose).

NOW THEREFORE, the undersigned hereby agrees and undertakes as follows:-

- 1 In the course of carrying out the Authorised Purpose, the undersigned may have access to information or materials which is proprietary or confidential to HKCMCL or to third parties to whom HKCMCL owes a duty of confidentiality, including but not limited to materials describing or relating to the business affairs, policies or procedures of HKCMCL or such third parties, formulas, strategies, methods, processes, personal data, computer materials, including source or object codes, data files, computer listings, computer programs, and other computer materials (regardless of the medium in which they are stored), or other information.
- 2 All communications or data, in any form, which are disclosed by HKCMCL to the undersigned or obtained by the undersigned pursuant to or in connection with the Tender Documents or the Authorised Purpose and which are to be protected hereunder shall be considered as "Confidential Information".
- 3 For the purpose of this Undertaking, Confidential Information includes all information or data, whether written, oral or in any other tangible form, concerning HKCMCL which is furnished to the undersigned by or on behalf of HKCMCL, whether before or after the date of this Undertaking.
- 4 This Undertaking will terminate five (5) years from the date of signing.
- 5 The undersigned undertakes and agrees that any Confidential Information disclosed hereunder shall be used by the undersigned solely for the Authorised Purpose and except as may be required by applicable law or, by any supervisory or regulatory body in any jurisdiction, the undersigned will not disclose or disseminate such Confidential Information to anyone, except to those employees (including employees of its parent, subsidiaries and affiliates) and professional advisers who have a need to know such Confidential Information for the purpose for which it is disclosed
6. The undersigned shall use all reasonable safeguards against the unauthorized disclosure of Confidential Information and shall ensure that all of its employees and professional advisers having access to Confidential Information adhere to the terms of this undertaking as if they were a party hereto.
- 7 All material containing in the Confidential Information shall remain the property of HKCMCL. HKCMCL shall retain all right, title and interest in and to the Confidential Information. No licence under any trademark, patent, copyright, or any other intellectual property right, is granted or implied by the disclosure of any Confidential Information.
- 8 Notwithstanding anything in this Undertaking to the contrary, HKCMCL does not make any representations or warranties of any nature whatsoever with respect to any information

