



**Nanoshields Technology Limited**

*Tender for Technical consultancy  
service about the design and  
construction for electrospinning  
nanofiber production line facility*

Headquarter: 12/F, Yardley Commercial Building, 3 Connaught Road West, Hong Kong  
R&D office: Unit 306, 3/F, 16W, Phase 3, 16 Science Park West Avenue, Hong Kong Science  
Park, Shatin, N.T., Hong Kong



## Part I – General Specification

### 1. Introduction

Nanoshields is dedicated to developing advanced polymer materials, polymer composites materials, and functional nanofiber materials for water and air filtration.

Nanoshields Technology Limited is now looking for a qualified supplier(s) (hereinafter referred to as ("the Supplier")) to supply the technical consultancy service for the design and to set up electrospinning production lines by manufacturing technologies to apply the Re-industrialisation Funding Scheme (hereinafter referred to as "the Items").

Nanoshields Technology Limited will go through an open tender to invite qualified Suppliers and enter into contract with the selected Supplier based on the terms and conditions of this tender document (hereinafter referred to as "the Tender").

### 2. Tender Procedures

#### 2.1. Clarification of Tender

For inquiries, please contact the following person:

Danny Chan – Senior Director/Adrian Wong – R&D Director

#### 2.2. Submission of Tender Proposals

Based on "Part II – Technical Specification" and "Part III – Fee Specification" your tender should be completed in two proposals, namely "Technical Proposal" and "Fee Proposal" with **one set of softcopy**, which should be:

- named with "Technical Proposal" or "Fee Proposal";
- named with the tender reference and closing date; and

A soft copy of the documents must be submitted by email to [dannychan@kingsflair.com.hk](mailto:dannychan@kingsflair.com.hk) / [adrianwong@kingsflair.com.hk](mailto:adrianwong@kingsflair.com.hk).

Late tenders may not be accepted.

##### 2.2.1. The **Technical Proposal** should include at least the following:

- Tender Submission Form
- Documents and information required in "Part II – Technical Specification"
- NO PRICE OR COST should be included in "Technical Proposal", otherwise the tender may not be considered



2.2.2. The **Fee Proposal** should include at least the following:

- Schedule and Offer Form
- Reply to "Part III – Fee Specification"

### **3. General Requirements**

#### 3.1. Terms of Payment

Payment will be made electronically (e.g., bank transfer with [30] days credit against invoice) after completing goods/services delivery supported by Nanoshields Technology Limited's acceptance, unless otherwise specified.

#### 3.2. Validity of Quoted Fees

The fees provided by the Supplier in "Part III - Fee Specification" shall be valid from the date of tender submission to the end of the tender appointment period. No change shall be made without the prior consent of Nanoshields Technology Limited.

#### 3.3. Termination Policy

The appointment may be terminated by Nanoshields Technology Limited subject to mutual agreement.

#### 3.4. Confidentiality

The Supplier shall at all times keep confidential (and to procure that its respective employees shall keep confidential) any confidential information which it may acquire in relation to Nanoshields Technology Limited, its clients, business, or affairs and shall not use or disclose such information except with the consent of Nanoshields Technology Limited or in accordance with the order of a court of competent jurisdiction provided that the obligations of the Supplier contained in this clause shall cease to apply to any information coming into the public domain otherwise than by breach by the Supplier of its obligations contained in this clause and that nothing herein shall prevent the Supplier from disclosing any such information to the extent required in or in connection with legal proceedings arising out of the agreement/contract between the Supplier and Nanoshields Technology Limited.

### **4. Statutory Obligations**

#### 4.1. Working hours, rates of wages etc.

The Supplier shall comply with any current legislation or regulations regarding working conditions, working hours, or payment rates to employees and accept the



risk of any impending legislation or other conditions, which alters any obligations or imposes new obligations.

#### 4.2. Compliance with Laws and Regulations

The Supplier shall ensure full compliance in accordance with the laws and regulations of the Hong Kong Special Administrative Region ("Hong Kong").

4.3. Where applicable, the Supplier (and its sub-contractors, if any) shall ensure that all staff, labour and workers employed and engaged in the supply of the Services to Nanoshields Technology Limited are legally entitled to be so employed and engaged, and that all necessary qualification, registration, visas, licenses and permits have been obtained. The Supplier shall indemnify Nanoshields Technology Limited on demand from any losses, liabilities, costs and claims resulting from violation of or failure to comply with any terms or conditions of any qualification, registration, permits, licenses or visas or any applicable requirements of Hong Kong laws, ordinances, rules and regulations by staff, labour or workers (e.g. the "Designated workers for designated skills" provision under the Construction Workers Registration Ordinance). From time to time Nanoshields Technology Limited may require the Supplier (and its sub-contractors) to demonstrate that all necessary qualification, registration, visas, licenses and permits have been obtained for the lawful employment and engagement of staff, labour and workers in connection with the supply of the Services.

#### 4.4. Safety precautions

The Supplier shall comply with the Labour Department's regulations for safety and health. The Supplier arising under any statute or at the common law in respect of personal injury to or death of any person, or in respect of any injury or damage whatsoever to any real shall be liable for, and shall indemnify Nanoshields Technology Limited against, any expense, liability, loss, claim or proceedings whichever or personal property in so far as such injury or damage whomever arising out of or in the course of or caused by the carrying out of the works.

### 5. Conditions of Tendering

5.1. No unauthorized alteration or erasure to the text of the tender documents will be permitted. Any tender containing such alteration or erasure may not be considered

5.2. No liability will be admitted, nor claim allowed, in respect of errors in the Supplier's tender due to mistakes which should have been rectified in the manner described above.

5.3. Nanoshields Technology Limited is not bound to accept the lowest or any tender it may receive.

5.4. Nanoshields Technology Limited reserves the right to withdraw the invitation before



the acceptance of any tender.

- 5.5. Nanoshields Technology Limited will not be liable for any expenses or losses which may be incurred by the Supplier in the preparation of its tender including any alternative offers.



## Part II – Technical Specification

### 1. Obligations of the Supplier

- 1.1. Subcontracting and/or out-sourcing the works to other sub-supplier(s) without prior consent from Nanoshields Technology Limited is not allowed.
- 1.2. The Supplier shall meet all the terms and requirements set out in this tender document.

### 2. Scopes of Service

The supplier should provide the technical consultancy service about the design and setting up electrospinning nanofiber production lines as well as office, warehouse and lab spaces, which includes the below items:

- Setting up a raised room for office space (which will be applied appropriately through relative government departments for approval)
- Setting up a combustion chamber for handling VOC inside the exhaust gas
- Ability and qualification to apply for a Danger Goods (DGs) storage license
- Set up of the manufacturing site & discussion with the Hong Kong Science and Technology Park about decoration arrangements.
- Set up of the laboratory for chemical handling, analysis and biochemical testing
- Decoration Process

The supplier should provide the technical consultancy service about the design and setting up the electrospinning nanofiber production lines as per the below specification.

#### **A. Design & Project Consultant (i.e. Office, toilets, warehouse, AC, ventilation, etc)**

- Please provide the draft design of the following:
  - I. Full general layout of each section of the floor (Production Lines, Mixing Room, Office, Lab, Warehouse)
  - II. To identify the potential environmental issues resulted from the production site and lab activity including the noise, water, waste
  - III. Handling building services, structural and environmental related statutory submission and approval
  - IV. Preparing tender drawings and specification for building services, structural works
  - V. Liaison with government departments and utility companies regarding the E&M, structural and environmental issue
  - VI. Daily coordination among consultants and contractors



- VII. Supervising building service inspector to check the quality of E&M and structural works
- VIII. Monitoring the site progress and providing adequate site supervision
- IX. Cable layout (electrical, plumbing & drainage, ventilation, communication, network)
- X. Plumbing and drainage
- XI. Furnishing layout of general facilities
- XII. Ventilation system (Both Production unit, laboratory, AC and Special VOC removal systems)
- XIII. Lab layout and safety equipment that follows appropriate regulations and applies for relevant licensing for handling dangerous goods (mainly chemicals)
- XIV. Estimate time and cost for the project, providing project timeline and regular progress report



**B. Site Construction and Project Monitoring**

- I. Construction of the areas complying with chosen design for the general areas (i.e. Office, Toilet, Warehouse)
- II. Construction of the areas complying with the chosen design for special areas (Production line, mixing room, laboratory)

2.1. Proposed Technical Design

- Implementation plan and lead time required for the completion of works.

Item	Description	Qty	Delivery date
A	Design & Project Consultant (i.e. Office, toilets, warehouse, AC, ventilation, etc)	1	
B	Site Construction and Project Monitoring	1	

**3. Compliance of Mandatory Requirements**

It is mandatory for the supplier to complete the following table which requires full compliance so as to be considered.

No.	Description	Compliance (Y=comply) (N=not comply)
3.1	The General Conditions of Contract and Terms of Tender are fully understood and accepted	
3.2	Supplier should be capable to supply the technical consultancy service about the design and setting up for the smartification of electrospinning nanofiber production lines	

**4. Information to be Provided by the Supplier**

A total score of 100 will be assigned in this Section. The passing mark is 60. Only tender(s) getting at least 60 marks will be considered further.

4.1. Supplier company information (30 marks)

Please provide the following information of your company include but not limited to:

- i. Year of establishment (6 marks)
- ii. Number of staff (6 marks)
- iii. Year of the 1st manufacturing or lab project (6 marks)
- iv. Number of manufacturing or lab project in the past 5 years (with copy of reference documents if available) (6 marks)

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- v. Total amount of manufacturing project in the past 5 years, etc. (6 marks)
- 4.2. Job reference (40 marks)
- i. Please provide information for at least 10 commercialized consultancy projects about project management/site management related to manufacturing and lab.
    - Description of project (8 marks)
    - Project sum ( $\geq$  HKD 2 million) (8 marks)Copy of reference documents if available
  - ii. Please provide information for at least 5 construction or lab projects, information shall include but not limited to following:
    - Description of project (8 marks)
    - Project sum ( $\geq$  HKD 2 million) (8 marks)Copy of reference documents if available
  - iii. Total amount of manufacturing or lab projects per year (8 marks)
- 4.3. Project team information (10 marks)
- i. Organization chart (2 marks)  
Provide staff name and title
  - ii. CV of team members (2 marks)  
Provide required information of the team members
  - iii. Project manager (3 marks)
    - At least 15 years of experience
    - Managed at least 1 manufacturing or lab projects per year;
    - Managed at least 10 manufacturing or lab projects;
    - Managed at least HK\$ 2 million of manufacturing or lab projects
  - iv. Team member (3 marks)
    - Structural Engineering/Environmental Engineering related staff with at least 5 year of experience and implemented at least 2 relevant projects
    - Building Service Engineering (B.S.E.) development related staff with at least 5 year of experience and implemented 2 of relevant projects
- 4.4. Please provide the draft design of layout of the manufacturing plant for the electrospinning nanofiber purposes
- 4.4.1. Full general layout of Office and Warehouse (3 marks)
  - 4.4.2. Full general layout of Production Lines of electrospinning and lamination, Mixing Room, & Lab (7 marks)
- 4.5. Please provide the draft of the project scope and workflow
- 4.5.1. Define the project responsibility in the scope of work for the clause 4.4. (5 marks)
  - 4.5.2. Provide the timeline measurement of project workflow and milestone for the plant design and construction for the clause 4.4. (5 marks)



## 5. Tender Evaluation

- 5.1. A total score of 100 is assigned to "Section 4 Information to be provided by the Supplier". Tender with scores less than 60 or failing in any attribute may be regarded as unsuccessful and may not be considered further.
- 5.2. In principle, tender meeting requirements set by Nanoshields Technology Limited in "Part II – Technical Specification" and offering the lowest price in "Part III – Fee Specification" will be considered as successful. However, Nanoshields Technology Limited reserves the right to accept the whole or part of the tender and is not bound to accept the lowest or any tender.
- 5.3. Tentative schedule

It is a tentative schedule of the tender process. However, Nanoshields Technology Limited reserves the right to change the schedule to suit its operation need.

Items	Tentative Schedule
Tender invitation	6 Sep 2021
Tender Q&A Submission by Supplier	13 Sep 2021
Posting of Q&A Reply from Nanoshields Technology Limited	16 Sep 2021
Tender Closing	18 Oct 2021
Tender Evaluation	18-25 Oct 2021
Tender Award / Issue Purchase Order	26 Oct 2021

## 6. All documents / materials submitted to Nanoshields Technology Limited will not be returned.



**Part III – Fee Specification**

Please submit "Fee Proposal" with **one softcopy**, which should be submitted by email to [dannychan@kingsflair.com.hk](mailto:dannychan@kingsflair.com.hk)/[adrianwong@kingsflair.com.hk](mailto:adrianwong@kingsflair.com.hk).

The Supplier shall complete the tables below to show the prices / fees for the provision of the Services / the Items. All other associated costs shall be specified (if any).

**1. Prices**

1.1 Price Table (Please provide information in additional sheet, if necessary)

Items	Description	QTY	Total Price (Currency: )
1	Technical consultancy service about the design and construction for electrospinning nanofiber production line facility (refer to Section 2 of Part A&B Technical Specification)	1 set	
2	Warranty (1 year)	Included	Included
3	Trade Term: Delivery Duty Paid (DDP) to Nanoshields Technology Limited and client site in Hong Kong	Included	Included
		Total:	

1.2 Other cost, if any (please specify)

**2. Payment Terms**

Please state your acceptance of our payment term in below table.

Description	Acceptance
Net 30 days against invoice by direct credit or T/T after completion of goods / services delivery supported by Nanoshields Technology Limited's acceptance	Yes/No (If no, please specify)

**3. Validity of Quoted Prices**

The offer provided above shall be valid from date of tender submission to the end of the tender appointment period. No change shall be made without the prior consent of Nanoshields Technology Limited.



# Nanoshields Technology Limited

Remarks:

The submitted fee proposal must comply with the submitted technical proposal in accordance with those requirements set by Nanoshields Technology Limited in "Part I – General Specification" and "Part II – Technical Specification".

## **Tenderer Information**

Company Name:

Address:

Contact Person:

Telephone:

Authorized Signature

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Tenderer Company

Date: