

Tender Details

Tender Reference	PLNT4/2025
Procuring Department	Planning Department
Subject	Supply of Office Automation Software to the Planning Department
Description	Tenders are invited for the supply of office automation software to the Planning Department.
Contact	Mr. Alvin KAN Town Planner/ Information Technology 5 Planning Department 17/F, North Point Government Offices, 333 Java Road, North Point, Hong Kong Tel.: (852) 2231 5088 Fax: (852) 2522 7243 E-mail: achkan@pland.gov.hk
Tender Closing Time	25 November 2025 12:00 noon (Hong Kong time) If tropical cyclone warning signal No. 8 or above, a black rainstorm warning signal or 'extreme conditions' announced by the Government is/are in force for any time between 9:00 a.m. and 12:00 noon (Hong Kong time) on the tender closing date as stated above, the tender closing time will be postponed to 12:00 noon (Hong Kong time) on the first working day (i.e. except Saturday, Sunday and public holidays) after the tropical cyclone warning signal No. 8, the black rainstorm warning signal or the 'extreme conditions' announced by the Government has/have ceased to be in force. In case of blockage of the public access to the location of the Specified Tender box at any time between 9:00 a.m. (Hong Kong Time) and 12:00 noon (Hong Kong Time) on the closing date of the tender, the Government will announce extension of the tender closing time until further notice. Following removal of the blockage, the Government will announce the extended tender closing time as soon as practicable. The above announcements will be made via press releases on the website of Information Services Department (http://www.info.gov.hk/gia/general/today.htm).
Submission of Tenders	(i) Paper-based Tendering Tenders in triplicate must be sealed and clearly marked with the tender reference and the subject of the tender on the outside of the envelope (but should not bear any indication which may relate the tender to the tenderer)

	<p>addressed to Chairman, Tender Opening Committee, and deposited in the tender box as specified in the tender documents before the tender closing time.</p> <p>(ii) Electronic Tendering</p> <p>Transmission of a tender through the e-Tender Box shall be successfully completed in accordance with the requirements of the e-Tender Box before the tender closing time.</p> <p>Late tenders will not be accepted.</p>
Remarks	<ol style="list-style-type: none"> 1. The complete set of tender documents is obtainable from the Reception Counter, Planning Department, 17/F North Point Government Offices, 333 Java Road, North Point, Hong Kong (Tel: (852) 2231 4769, Fax: (852) 2522 7243) 2. This tender is covered by the Agreement on Government Procurement of the World Trade Organization. 3. Open tendering is adopted. All interested contractors/suppliers/service providers are invited to tender. 4. The Government of the Hong Kong Special Administrative Region does not bind itself to accept the lowest tender or any tender, and reserves the right to negotiate with any tenderer about the terms of the offer. 5. Details of the award of this contract will be available on the Internet at https://pcms2.gld.gov.hk/iprod/#/scn00101.